

**Washington State GEAR UP Expenditure Detail Form**

ABC School

November-2024

**Complete and submit the A19, EDF, and backup documentation via BOX no later than the 25th of each month.**

Staff Name for Salaries, Wages and Benefits	Staff Position Title OR Reason for Staff Pay	Assigned Document #	Amount
Bob the Bobcat	GEAR UP Advisor	1	\$ 5,084.66
Mortimer the Mariner Moose	GEAR UP Graduation Specialist	1	\$ 4,126.92
Blitz the Seahawk	GEAR UP Data Specialist	1	\$ 1,864.81
Buoy the Kraken	Substitute for Blitz to attend Mascot Training @ Lumen	1	\$ 159.34
<b>Subtotal of Staff Salaries, Wages and Benefits</b>			<b>\$ 11,235.73</b>

Staff Travel & Professional Development (Vendor Name)	Describe Expenditure	Name of Activity in Work Plan/Portal	Line Item # in Plan	Assigned Document #	Amount
Doubletree by Hilton	GEAR UP West lodging for Clark and Roberts	GEAR UP West	35	2	\$ 345.23
John Clark	GEAR UP West travel expenses on 10/20 & 10/21 (mileage, meals, ferry)	GEAR UP West	35	3	\$ 185.32
Rachel Roberts	GEAR UP West travel expenses on 11/20 & 11/21 (meals only, drove with John)	GEAR UP West	35	4	\$ 72.00
Central Washington University	AP & Beyond Educator Course for Josie Wales	Pro Dev	29	5	\$ 1,500.00
<b>Subtotal of Staff Travel and Professional Development</b>					<b>\$ 2,102.55</b>

Goods & Services (Vendor Name)	Describe Expenditure	Name of Activity in Work Plan/Portal	Line Item # in Plan	Assigned Document #	Amount
Safeway	Food for Financial Aid Night on 11/9/24 for 44 people	Financial Aid Night	26	6	\$ 225.16
Fred Meyer	Plates, napkins, cups for Financial Aid Night on 11/9/24	Financial Aid Night	26	7	\$ 36.42
Office Depot	GEAR UP office supplies / toner	Program Supplies	30	8	\$ 29.83
Aberdeen School District	Field trip meals for 32 students on 11/15/24	Museum of Flight	28	9	\$ 480.00
Ima Bobkitten	Daycare provided for Financial Aid Night on 10/9/24 (2 hrs x \$30/hr)	Program Supplies	30	10	\$ 60.00
<b>Subtotal of Goods and Services</b>					<b>\$ 831.41</b>

Student Transportation (Vendor Name)	Describe Expenditure	Name of Activity in Work Plan/Portal	Line Item # in Plan	Assigned Document #	Amount
Aberdeen School District	Trip cost for one bus with 20 students and 3 staff on 10/18/24	College Visit to SPSCC	27	10	\$ 189.10
Wes Benefiel	Bus driver pay on 10/18/24	College Visit to SPSCC	27	11	\$ 126.94
<b>Subtotal of Student Transportation</b>					<b>\$ 316.04</b>

**Total All Direct Costs** **\$ 14,485.73**

**Indirect Costs**

Calculation	Total Direct Costs	Rate	Total
School District Federal Restricted Rate x Total Direct Costs	\$14,485.73	0.00%	\$ -

**Total Reimbursement Requested** (Total Direct Costs + Total Indirect Costs) **\$ 14,485.73**

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**GEAR UP ADVISOR PRINTED NAME Sally Mae**

**GEAR UP ADVISOR SIGNATURE**