

Disbursements Journal
EXAMPLE

Division of Energy, Housing and Community Resources (DEHCR)
FFP Disbursements Journal

A. NAME OF GRANTEE (LOCAL/TRIBAL GOVERNMENT):
Village of Yourville
B. DEHCR GRANT AGREEMENT #:
FFP 24-40

EXAMPLE

							FFP Grant-Funded Activities & Payments						
							FFP Grant Funds Award Amount: \$ 4,250,000.00						
							TOTAL						
1	2	3	4	5	6	7	\$ 8.00	\$ 9.00	\$ 10.00	\$ 11.00	\$ 12.00	\$ 13.00	\$ 14.00
Associated FFP Grant Payment Request # (Draw #)	Date of Invoice	Amount of Invoice	Payee Name AND Invoice Number	Date of Payment	Check # (or enter "EFT" if electronic funds transfer)	Check or EFT Payment Amount (TOTAL)	Invoice Amount PAID WITH FFP Funds	GRANT ADMIN. \$ 50,000.00 TOTAL	OTHER PROFESSIONAL SERVICES \$ 700,125.00 TOTAL	CONSTRUCTION (New Construct./ Renov./ Rahab./ Expansion/ Demolition) \$ 3,131,874.45 TOTAL	DIGITAL CONNECTIVITY (Equipment/Devices, etc.) \$ 245,000.00 TOTAL	ACQUISITION/ RELOCATION \$ 123,000.55 TOTAL	FURNISHINGS \$ - TOTAL
1	8/1/2024	\$ 25,125.00	ABC Architects (Inv. #0031)	9/16/2025	3031	\$ 49,325.65	\$ 15,125.00	\$ -	\$ 15,125.00	\$ -	\$ -		\$ -
1	9/1/2024	\$ 24,200.65	ABC Architects (Inv. #0032)	9/16/2024	3031	\$ 49,325.65	\$ 14,200.00	\$ -	\$ 14,200.00	\$ -	\$ -		\$ -
1	10/1/2024	\$ 40,178.00	ABC Architects (Inv. #0033)	10/23/2024	3124	\$ 40,178.00	\$ 15,175.00	\$ -	\$ 15,175.00	\$ -	\$ -		\$ -
1	11/1/2024	\$ 64,800.00	ABC Architects (Inv. #0034)	11/27/2024	3241	\$ 64,800.00	\$ 24,225.00	\$ -	\$ 24,225.00	\$ -	\$ -		\$ -
1	12/1/2024	\$ 35,673.00	ABC Architects (Inv. #0035)	12/17/2024	3324	\$ 35,673.00	\$ 15,675.00	\$ -	\$ 15,675.00	\$ -	\$ -		\$ -
1	12/31/2024	\$ 2,500.00	XYZ Consulting Services (Inv. #00482-01)	1/16/2025	3430	\$ 2,500.00	\$ 3,000.00	\$ 3,000.00					
1	1/2/2025	\$ 23,400.00	ABC Architects (Inv. #0036)	2/17/2025	3567	\$ 49,856.00	\$ 33,550.00	\$ -	\$ 33,550.00	\$ -	\$ -		\$ -
1	2/1/2025	\$ 26,456.00	ABC Architects (Inv. #0037)	2/17/2025	3567	\$ 49,856.00	\$ 36,775.00	\$ -	\$ 36,775.00	\$ -	\$ -		\$ -
1	3/1/2025	\$ 17,854.30	ABC Architects (Inv. #0038)	3/18/2025	3648	\$ 17,854.30	\$ 27,850.00	\$ -	\$ 27,850.00	\$ -	\$ -		\$ -
1	3/31/2025	\$ 3,000.00	XYZ Consulting Services (Inv. #00482-02)	4/19/2025	3750	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00					
1	4/1/2025	\$ 12,138.15	ABC Architects (Inv. #0039)	4/19/2025	3756	\$ 12,138.15	\$ 33,875.00	\$ -	\$ 33,875.00	\$ -	\$ -		\$ -
1	4/15/2025	\$ 13,799.90	HP (Inv. #456782345)	4/15/2025	Credit Card (MC)	\$ 13,799.90	\$ 13,799.90				\$ 13,799.90		
1	4/23/2025	\$ 10,000.00	AAA Acquisition Specialists (Inv. #022)	4/23/2025	3811	\$ 10,000.00	\$ 10,000.00	\$ -		\$ -	\$ -	\$ 10,000.00	\$ -
1	4/23/2025	\$ 113,000.55	QRST Land & Title (Inv. #453678)	4/23/2025	3812	\$ 113,000.55	\$ 113,000.55					\$ 113,000.55	
1	5/1/2025	\$ 39,250.00	ABC Architects (Inv. #0040)	5/29/2025	1001	\$ 39,250.00	\$ 39,250.00	\$ -	\$ 39,250.00	\$ -	\$ -		\$ -
1			Total FFP Funds for This Request				\$ 401,500.45	\$ 9,000.00	\$ 255,700.00	\$ -	\$ 13,799.90	\$ 123,000.55	\$ -
1			Total FFP Funds Expended To Date				\$ 401,500.45	\$ 9,000.00	\$ 255,700.00	\$ -	\$ 13,799.90	\$ 123,000.55	\$ -
1			Total FFP Grant Funds Remaining				\$ 3,848,499.55	\$ 41,000.00	\$ 444,425.00	\$ 3,131,874.45	\$ 231,200.10	\$ -	\$ -

2	5/31/2025	\$ 3,135.75	Village of Yourville (10/8/24 - 5/31/25 Grant Admin by employees)	(bi-weekly payrolls)	ETF	\$ 3,135.75	\$ 3,135.75	\$ 3,135.75					
2	6/1/2025	\$ 34,675.00	ABC Architects (Inv. #0041)	6/26/2025	4057	\$ 34,675.00	\$ 34,675.00	\$ -	\$ 34,675.00	\$ -	\$ -		\$ -
2	6/30/2025	\$ 6,000.00	XYZ Consulting Services (Inv. #00482-03)	8/28/2025	4231	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00					
2	7/1/2025	\$ 28,675.00	ABC Architects (Inv. #0042)	7/16/2025	4243	\$ 28,675.00	\$ 28,675.00	\$ -	\$ 28,675.00	\$ -	\$ -		\$ -
2	7/15/2025	\$ 378,002.75	123 Construction Co. (Pay Application 1)	7/28/2025	4321	\$ 378,002.75	\$ 378,002.75	\$ -	\$ -	\$ 378,002.75	\$ -	\$ -	\$ -
2	8/1/2025	\$ 23,450.00	ABC Architects (Inv. #0043)	8/28/2025	4402	\$ 23,450.00	\$ 23,450.00	\$ -	\$ 23,450.00	\$ -	\$ -		\$ -
2			Total FFP Funds for This Request				\$ 473,938.50	\$ 9,135.75	\$ 86,800.00	\$ 378,002.75	\$ -	\$ -	\$ -
2			Total FFP Funds Expended To Date				\$ 875,438.95	\$ 18,135.75	\$ 342,500.00	\$ 378,002.75	\$ 13,799.90	\$ 123,000.55	\$ -
2			Total FFP Grant Funds Remaining				\$ 3,374,561.05	\$ 31,864.25	\$ 357,625.00	\$ 2,753,871.70	\$ 231,200.10	\$ -	\$ -
3	8/15/2025	\$ 443,678.00	123 Construction Co. (Pay Application 2)	8/26/2025	4502	\$ 443,678.00	\$ 443,678.00	\$ -	\$ -	\$ 443,678.00	\$ -	\$ -	\$ -
3	9/1/2025	\$ 24,475.00	ABC Architects (Inv. #0044)	9/28/2025	4611	\$ 24,475.00	\$ 24,475.00	\$ -	\$ 24,475.00	\$ -	\$ -		\$ -
3	9/15/2025	\$ 546,890.00	123 Construction Co. (Pay Application 3)	9/28/2025	4614	\$ 546,890.00	\$ 546,890.00	\$ -	\$ -	\$ 546,890.00	\$ -	\$ -	\$ -
3	9/30/2025	\$ 6,000.00	XYZ Consulting Services (Inv. #00482-04)	10/18/2025	4713	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -

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A. NAME OF GRANTEE (LOCAL/TRIBAL GOVERNMENT):
Village of Yourville
B. DEHCR GRANT AGREEMENT #:
FFP 24-40

EXAMPLE

							FFP Grant-Funded Activities & Payments						
							FFP Grant Funds Award Amount: \$ 4,250,000.00						
							TOTAL						
1	2	3	4	5	6	7	\$ 8.00	\$ 9.00	\$ 10.00	\$ 11.00	\$ 12.00	\$ 13.00	\$ 14.00
Associated FFP Grant Payment Request # (Draw #)	Date of Invoice	Amount of Invoice	Payee Name AND Invoice Number	Date of Payment	Check # (or enter "EFT" if electronic funds transfer)	Check or EFT Payment Amount (TOTAL)	Invoice Amount PAID WITH FFP Funds	GRANT ADMIN. \$ 50,000.00 TOTAL	OTHER PROFESSIONAL SERVICES \$ 700,125.00 TOTAL	CONSTRUCTION (New Construct./ Renov./ Rahab./ Expansion/ Demolition) \$ 3,131,874.45 TOTAL	DIGITAL CONNECTIVITY (Equipment/Devices, etc.) \$ 245,000.00 TOTAL	ACQUISITION/ RELOCATION \$ 123,000.55 TOTAL	FURNISHINGS \$ - TOTAL
3	10/1/2025	\$ 29,365.00	ABC Architects (Inv. #0045)	10/18/2025	4715	\$ 29,365.00	\$ 29,365.00	\$ -	\$ 29,365.00	\$ -	\$ -	\$ -	\$ -
3	10/15/2025	\$ 214,567.00	123 Construction Co. (Pay Application 4)	10/26/2025	4861	\$ 214,567.00	\$ 214,567.00	\$ -	\$ -	\$ 214,567.00	\$ -	\$ -	\$ -
3	11/1/2025	\$ 29,450.00	ABC Architects (Inv. #0046)	11/21/2025	4954	\$ 29,450.00	\$ 29,450.00	\$ -	\$ 29,450.00	\$ -	\$ -	\$ -	\$ -
3	11/15/2025	\$ 235,789.00	123 Construction Co. (Pay Application 5)	11/26/2025	5103	\$ 235,789.00	\$ 235,789.00	\$ -	\$ -	\$ 235,789.00	\$ -	\$ -	\$ -
3	12/1/2025	\$ 27,650.00	ABC Architects (Inv. #0047)	12/16/2025	5278	\$ 27,650.00	\$ 27,650.00	\$ -	\$ 27,650.00	\$ -	\$ -	\$ -	\$ -
3	12/15/2025	\$ 250,678.25	123 Construction Co. (Pay Application 6)	12/21/2025	5423	\$ 250,678.25	\$ 250,678.25	\$ -	\$ -	\$ 250,678.25	\$ -	\$ -	\$ -
3	12/31/2025	\$ 6,000.00	XYZ Consulting Services (Inv. #00482-05)	1/27/2026	5516	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00					
3			Total FFP Funds for This Request			\$ 1,814,542.25	\$ 12,000.00	\$ 110,940.00	\$ 1,691,602.25	\$ -	\$ -	\$ -	\$ -
3			Total FFP Funds Expended To Date			\$ 2,689,981.20	\$ 30,135.75	\$ 453,440.00	\$ 2,069,605.00	\$ 13,799.90	\$ 123,000.55	\$ -	\$ -
3			Total FFP Grant Funds Remaining			\$ 1,560,018.80	\$ 19,864.25	\$ 246,685.00	\$ 1,062,269.45	\$ 231,200.10	\$ -	\$ -	\$ -
4	3/31/2026	\$ 6,000.00	XYZ Consulting Services (Inv. #00482-06)	4/17/2025	6123	\$ 3,000.00	\$ 6,000.00	\$ 6,000.00					
4	4/1/2026	\$ 46,560.00	ABC Architects (Inv. #0048)	4/22/2025	6130	\$ 26,000.00	\$ 46,560.00	\$ -	\$ 46,560.00	\$ -	\$ -	\$ -	\$ -
4	5/1/2026	\$ 42,350.00	ABC Architects (Inv. #0049)	5/23/2025	6289	\$ 26,000.00	\$ 42,350.00	\$ -	\$ 42,350.00	\$ -	\$ -	\$ -	\$ -
4	5/15/2026	\$ 200,982.45	123 Construction Co. (Pay Application 7)	5/23/2026	6314	\$ 200,982.45	\$ 200,982.45	\$ -	\$ -	\$ 200,982.45	\$ -	\$ -	\$ -
4			Total FFP Funds for This Request			\$ 295,892.45	\$ 6,000.00	\$ 88,910.00	\$ 200,982.45	\$ -	\$ -	\$ -	\$ -
4			Total FFP Funds Expended To Date			\$ 2,985,873.65	\$ 36,135.75	\$ 542,350.00	\$ 2,270,587.45	\$ 13,799.90	\$ 123,000.55	\$ -	\$ -
4			Total FFP Grant Funds Remaining			\$ 1,264,126.35	\$ 13,864.25	\$ 157,775.00	\$ 861,287.00	\$ 231,200.10	\$ -	\$ -	\$ -
5	6/1/2026	\$ 26,000.00	ABC Architects (Inv. #0050)	6/19/2026	6675	\$ 26,000.00	\$ 44,760.00	\$ -	\$ 44,760.00	\$ -	\$ -	\$ -	\$ -
5	6/7/2026	\$ 135,000.00	HP (Inv. #477755345)	6/19/2026	6678	\$ 135,000.00	\$ 135,000.00	\$ -	\$ -	\$ -	\$ 135,000.00	\$ -	\$ -
5	6/15/2026	\$ 580,804.25	123 Construction Co. (Pay Application 8)	6/19/2026	6683	\$ 580,804.25	\$ 250,678.25	\$ -	\$ -	\$ 250,678.25	\$ -	\$ -	\$ -
5	6/30/2026	\$ 7,500.00	XYZ Consulting Services (Inv. #00482-07) - SPLIT PAYMENT	8/6/2025	6845	\$ 7,500.00	\$ 6,364.25	\$ 6,364.25					
5	7/1/2026	\$ 56,780.00	ABC Architects (Inv. #0051)	8/6/2025	6450	\$ 56,780.00	\$ 56,780.00	\$ -	\$ 56,780.00	\$ -	\$ -	\$ -	\$ -
5			Total FFP Funds for This Request			\$ 493,582.50	\$ 6,364.25	\$ 101,540.00	\$ 250,678.25	\$ 135,000.00	\$ -	\$ -	\$ -
5			Total FFP Funds Expended To Date			\$ 3,479,456.15	\$ 42,500.00	\$ 643,890.00	\$ 2,521,265.70	\$ 148,799.90	\$ 123,000.55	\$ -	\$ -
5			Total FFP Grant Funds Remaining			\$ 770,543.85	\$ 7,500.00	\$ 56,235.00	\$ 610,608.75	\$ 96,200.10	\$ -	\$ -	\$ -
6	7/15/2026	\$ 321,461.89	123 Construction Co. (Pay Application 9)	7/21/2026	6582	\$ 321,461.89	\$ 321,461.89	\$ -	\$ -	\$ 321,461.89	\$ -	\$ -	\$ -
6	7/25/2026	\$ 96,200.10	Vanguard (Inv. #A333444)	8/4/2026	6623	\$ 96,200.10	\$ 96,200.10	\$ -	\$ -	\$ -	\$ 96,200.10	\$ -	\$ -
6	8/1/2026	\$ 56,235.00	ABC Architects (Inv. #0052)	8/4/2026	6626	\$ 56,235.00	\$ 56,235.00	\$ -	\$ 56,235.00	\$ -	\$ -	\$ -	\$ -
6	8/15/2026	\$ 291,646.86	123 Construction Co. (Pay Application 10) - SPLIT PAYMENT	8/21/2026	6743	\$ 291,646.86	\$ 271,646.86	\$ -	\$ -	\$ 271,646.86	\$ -	\$ -	\$ -
6			Total FFP Funds for This Request			\$ 745,543.85	\$ -	\$ 56,235.00	\$ 593,108.75	\$ 96,200.10	\$ -	\$ -	\$ -

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EXAMPLE

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FFP Disbursements Journal

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EXAMPLE

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1	2	3	4	5	6	7	\$ 8.00	\$ 9.00	\$ 10.00	\$ 11.00	\$ 12.00	\$ 13.00	\$ 14.00
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								\$ 50,000.00	\$ 700,125.00	\$ 3,131,874.45	\$ 245,000.00	\$ 123,000.55	\$ -
								TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
6			Total FFP Funds Expended To Date				\$ 4,225,000.00	\$ 42,500.00	\$ 700,125.00	\$ 3,114,374.45	\$ 245,000.00	\$ 123,000.55	\$ -
6			Total FFP Grant Funds Remaining				\$ 25,000.00	\$ 7,500.00	\$ -	\$ 17,500.00	\$ -	\$ -	\$ -
7	9/15/2026	\$ 78,296.86	123 Construction Co. (Pay Application 11) FINAL - SPLIT PAYMENT	10/5/2025	6928	\$ 78,296.86	\$ 17,500.00	\$ -	\$ -	\$ 17,500.00	\$ -	\$ -	\$ -
7	9/30/2026	\$ 6,000.00	XYZ Consulting Services (Inv. #00482-08)	11/22/2026	7110	\$ 7,500.00	\$ 6,000.00	\$ 6,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
7	10/30/2026	\$ 1,500.00	XYZ Consulting Services (Inv. #00482-09)	11/22/2026	7110	\$ 7,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
7			Total FFP Funds for This Request				\$ 25,000.00	\$ 7,500.00	\$ -	\$ 17,500.00	\$ -	\$ -	\$ -
7			Total FFP Funds Expended To Date				\$ 4,250,000.00	\$ 50,000.00	\$ 700,125.00	\$ 3,131,874.45	\$ 245,000.00	\$ 123,000.55	\$ -
7			Total FFP Grant Funds Remaining				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Income 1	11/17/2026	\$ 78,296.86	123 Construction Co. (Pay Application 11) FINAL - SPLIT PAYMENT - Adjustment: Increase FFP to Apply Program Income 1 to invoice	10/5/2025	6928	\$ 78,296.86	\$ 600.00	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ -
Program Income 1			Total FFP Program Income Expended for Program Income 1				\$ 600.00	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ -
Program Income 1			Total Program Income Received				\$ 600.00	\$ -	\$ -	\$ 600.00	\$ -	\$ -	\$ -
Program Income 1			Total Program Income Remaining				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -