

**MOLLOY COLLEGE
FACULTY SCHOLARSHIP GRANT
EXPENSE REPORT**

NAME

DEPARTMENT/DIVISION

DATE OF GRANT

PROJECT COMPLETION DATE

EXPENSES (1):

Supplies	\$	
Library costs/books/periodicals	\$	
Travel	\$	
Printing/Duplicating	\$	
Postage	\$	
Telephone/Fax	\$	
Secretarial/clerical services	\$	
Other	\$	
Total Expenses	\$	(B)
Amount of Grant	-	(A)
Unexpended Amount (if any) (2)	\$	(A-B)

- (1) All expenses must be adequately documented by receipts or other appropriate documentation.
- (2) A Check payable to Molloy College must accompany this report for any unexpended amount.