



Georgia's Pre-K Program Pre-K Year End Reconciliation Report

Legal Name: _____

DBA: _____

Address: _____

Start-up Reconciliation:

1	Total Start-up payments:	
2	Total Start-up purchases:	
3	Start-up balance:	

**Pre-K Grant Agreement and Roster Payments Reconciliation
Expenditures/Direct Costs:**

4	Instructional Supplies and Materials:	
5	Instructional Other (field trips etc.):	
6	Stationary Playground Equipment: Approval Required	
7	Approved Technology:	
8	Unreimbursed Food Expenses:	
9	Lead Teacher Base Salary:	
10	Lead Teacher Supplemental Salary:	
11	Lead Teacher Benefits:	
12	Sub-Lead Teacher Salary:	
13	Assistant Teacher Salary:	
14	Assistant Teacher Benefits:	

Example

15	Sub-Assistant Teacher Salary:	
16	Other Employees:	
17	Transportation:	
18	Other Operating Costs:	
19	TOTAL DIRECT COSTS:	

Administrative Costs:

20	Director's Salary:	
21	Office Supplies:	
22	Bookkeeping/Clerical:	
23	Royalties:	
24	TOTAL ADMIN COSTS: Enter the total amount of allocated administrative expenses incurred. <i>Refer to Section 17.1 in the Pre-K Providers' Operating Guidelines for information regarding administrative expenses.</i>	
25	Special Allotment/Refurbishment Funding:	

Totals:

A	Total Pre-K Payment:	
B	Total expenditures: Add lines 17 & 22	
C	Balance Line A-B	
D	Amount Due	

Comments: