

This Seed Project sends us an annual report describing its ongoing commitments and other activities. The purpose of this project is to provide financial support for those in need.

From the annual report we know this project should have repetitive expenditures related to providing elder care for Wanda Thomas and providing dinners for a group of homeless teenagers. The annual report also mentions various single contributions made throughout the year and describes the non profit nature of each contribution.

To report the project's accounting for the year it submits a copy of the year's bank statements and checkbook register (see a 3 month sample below).

check #	DATE	Transaction Description	Payment	Deposit	Balance
229	9-5-07	DeeAnn Bushbacher - Gas money for Derek B to deliver meals to Wanda Thomas	25 00		13,015.19 25 00 12,990 19
230	9-18-07	Wanda Thomas for monthly bath service	160 00		12,990 19 160 00
231	9-19-07	Lucy - Reimbursement for Preparation Class for Bryan Tallman's School	1,449 00	*	12,830 19 1,449 00 11,381 19
232	9-19-07	"Joni and Friends" to help Annie & Craig Garner pay for trip to Thailand where they give wheel chairs to the disabled	50 00	*	11,381 19 50 00 11,331 19
233		V O I D			
234	9-19-07	Bischoff's Medical Supply Wheel chair rental for Wanda Thomas	32 48	*	11,331 19 32 48 11,298 71
235	9-20-07	Derek Fleming - Gas money to deliver meals to Wanda	25 00		11,298 71 25 00
236	9-20-07	Lucy - Reimburse, for wheel chair rental for Wanda Thomas	32 48	*	11,273 71 32 48
237	10-3-07	Lucy - Reimbursement for food purchased to feed homeless teens in San Jose	2,265 38	*	11,241 23 2,265 38 8,975 85
238	10-18	Wanda Thomas - \$160 for Bath lady, \$130 - two co-pays for acupuncture - pain control	290 00	*	8,975 85 290 00 8,685 85

\* Receipts available upon request

**The details in the memo portion of the checkbook register identify the expenditures for the various activities described in the project's annual report.**

The project's two ongoing commitments are visible in the repetitive expenditures for various items to provide eldercare for Wanda Thomas and to provide the dinners for the teenagers. The single expenditures are identified to link them to descriptions given in the annual report. An example of this is check number 237, identified as reimbursement to a student for tuition fees. The non profit intention of this was explained in the project's annual report.

**Note that each check includes the details needed to identify the expenditure. You need to write similar details in your checkbook register or other accounting journals.**