

Tracking for COVID Related Expenses- Auditor

Purchase							
Department Name	Date	Description	Qty	Unit Cost	Extended	Shipping	Total Cost
Auditor	10/5/2020	Disinfectant wipes	2	\$ 4.74	\$ 9.48	\$ -	\$ 9.48
Auditor	10/5/2020	Box of disposable face masks	1	\$ 14.86	\$ 14.86	\$ -	\$ 14.86
Total Spent							\$ 24.34

CARES Allocation YTD	\$ 6,497.74
Total Spent YTD	\$ 24.34
Remaining Balance YTD	\$ 6,473.40