Subrecipient Inventory

Template

The purpose of this template is to assist Federal program subrecipients in the management of equipment purchased in whole or in part using Federal funds.

Subrecipient Name:	

Equipment Inventory

Description & Model Number	Brand Name	Serial #	Location	Grant & Yr.	Vendor	Invoice #	Inv. Date	Serial No.	Quant.	Unit Cost	Total Cost	Date Pd.	Condition	Disposition	Date(s) 2 Year Physical Inventory Taken

BUDGET & GRANTS MANAGEMENT

Developed by the Nebraska Department of Education (NDE), Office of Budget & Grants Management team. This document is not a substitute for the advice of your own attorney and/or law firm licensed to practice law in the state of Nebraska. In reading and applying Federal law, the NDE recommends LEAs seek and obtain the advice of counsel with questions of application, interpretation, and/or to ensure that use of this information is appropriate to your situation.