

Expenditure Reporting

General Information

1. Expenditure reporting must be completed by the contact person of the organization.
2. Expenditure Reporting is made for ALL expenditures made with the Haklara Destek grant, as the expenditures are realized, using the BELLEK Grant Management System (BELLEK GMS) by attaching the relevant document proving the relevant expenditure (such as invoice, receipt, payroll, expense slip, etc.).
3. Expenditure Reporting, at the latest, is completed within 15 days following the last day of the month in which the expenditure is made.
4. If activity-related expenditure is reported, the relevant Activity Monitoring Report must be prepared within 30 days following the completion of the activity. Activity-related expenditures and activity-related written reporting should be consistent and descriptive.
5. The Contracting Authority may request the correction of incomplete, inadequate reports and the provision of additional documents.

BELLEK Expenditure Reporting Screen

STÖ

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Detay

Aynı Kalemden Diğer Harcamalar

Ekler

Hata Yok - (Ekibe Not)

STÖ Adı

Harcama Kalemi

Çalışan / Mal / Hizmet Sağlayıcı*

Harcama Açıklaması

Harcama Belgesi Tarihi*

Harcama Belgesi No*

Harcama Tutarı (TL) KDV Hariç*

Euro Kuru* ?

Harcama Tutarı (EURO) KDV Hariç

Tutar (TL)

Para Bozdurma İşlemi

Tutar (Euro)

Seçiniz

Seçiniz

Seçiniz

682.00

0.00

0.00

Kaydet

Expenditure Reporting

BELLEK GMS is in Turkish. The screen asks input for Expenditure Reporting by completing the details below:

Name of the HRO
Budget item
Employee, Product, Service provider
Explanation of the Expenditure
Spending Date
Expenditure document number
Amount (TL) Excluding VAT
Euro Currency
Amount (Euro) Excluding VAT

Amount TL - Money Exchange Transaction - Amount (Euro)

SAMPLE DOCUMENT