

Ryland Consulting LLC www.rylandconsulting.com william@rylandconsulting.com (415) 676-7464 1817 Oak Street, Unit B San Francisco, CA 94117

Invoice for Grant Writing Services Rendered to:

Acme Non-Profit Services, Inc. 1234 Shady Grove Lane Sample City, CA 00000 Invoice Date: 2/1/12

Rate: \$60

Total Amount Due: \$985

Please make check payable to "Ryland Consulting LLC"

<u>Project</u>	Activity	<u>Date</u>	<u>Start</u>	End	<u>Hours</u>	Rate	Cost
Coordination	Phone Conference with Jane Smith	1/3/12	1:00 PM	2:10 PM	1.17	\$60	\$70
Research	Acme Non-Profit Services Materials Review	1/4/12	8:05 AM	8:45 AM	0.67	\$60	\$40
Research	Acme Non-Profit Services Materials Review	1/4/12	3:12 PM	3:55 PM	0.72	\$60	\$43
Strategy Plan	Foundation Prospect Identification	1/5/12	12:03 PM	2:00 PM	1.95	\$60	\$117
Strategy Plan	Composition of Fundraising Strategy Plan	1/5/12	2:00 PM	3:45 PM	1.75	\$60	\$105
Coordination	Email Reply and Send Strategy Document	1/5/12	3:45 PM	4:10 PM	0.42	\$60	\$25
Strategy Plan	Phone Conference on Fundraising Strategy Plan	1/7/12	1:00 PM	2:30 PM	1.50	\$60	\$90
Example Foundation	Compose Proposal to the Example Foundation	1/10/12	8:00 AM	9:45 AM	1.75	\$60	\$105
Example Foundation	Compose Proposal to the Example Foundation	1/10/12	12:05 PM	2:00 PM	1.92	\$60	\$115
Example Foundation	Email Proposal to Acme Non-Profit Services	1/10/12	2:00 PM	2:10 PM	0.17	\$60	\$10
Example Foundation	Edit Proposal and Integrate Requested Changes	1/14/12	9:10 AM	10:10 AM	1.00	\$60	\$60
Example Foundation	Edit and Clean up Project Budget	1/14/12	10:15 AM	11:20 AM	1.08	\$60	\$65
Example Foundation	Finalize and Email Proposal for Final Review	1/15/12	12:00 PM	12:45 PM	0.75	\$60	\$45
Example Foundation	Cover Letter Composition	1/15/12	12:45 PM	1:15 PM	0.50	\$60	\$30
Example Foundation	Finalize all Materials and Email to Acme for Submission	1/15/12	1:30 PM	2:35 PM	1.08	\$60	\$65
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					0.00	\$60	\$0
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16.42 \$985

Please contact me for clarification:

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