

EXAMPLE

NATIONAL ENERGY TECHNOLOGY LABORATORY COST MANAGEMENT REPORT																																
<sup>1</sup> Title: Project Research Support Services (PRSS)											<sup>2</sup> Reporting Period: 12/1/2009 to 12/31/2009					<sup>3</sup> Identification Number: DE-FE000400X Mod # 001																
<sup>4</sup> Participant Name and Address: MY COMPANY, LLC 4567 Apple Lane, Anywhere, USA											<sup>5</sup> Cost Plan Date: 11/16/2009 to 09/30/2010					<sup>6</sup> Contract Start Date: 11/16/2009																
																<sup>7</sup> Contract Completion Date: 11/30/2012																
Element Identification											Obligations		Plan		Accrued Costs						Projections											
<sup>8</sup> CLIN/SubCLIN/Task/Activity Number / Title	<sup>9</sup> Rev	<sup>10</sup> Fund Code	<sup>11</sup> Approp Year	<sup>12</sup> Reporting Entity	<sup>13</sup> Object Class Code	<sup>14</sup> Program Number	<sup>15</sup> Project No	<sup>16</sup> WFO	<sup>17</sup> Local Use	<sup>18</sup> Current FY Obligations	<sup>19</sup> Total Obligations	<sup>20</sup> Approved FY Cost Plan	<sup>21</sup> Total Plan Value	Reporting Period		FY to date		Cumulative to Date		<sup>28</sup> Open Commitments	<sup>29</sup> Next Month Plan	<sup>30</sup> FY Total Cost	<sup>31</sup> Funds Expiration									
														<sup>22</sup> Actual	<sup>23</sup> Plan	<sup>24</sup> Actual	<sup>25</sup> FY Bal of Plan	<sup>26</sup> Actual	<sup>27</sup> Plan													
<b>0400X.200.01 - Project Research Support for the Natural Gas &amp; Oil Program</b>																																
0400X.200.01	Orig	00150	2010	220211	25100	1610260				75,000	75,000	90,121	109,945	7,652.38	8,350	9,023	76,979	11,398	13,142	625	7,780	86,627	5/17/10									
0400X.200.01	Orig	00150	2010	220211	25100	1610261				50,000	50,000	60,081	73,296	5,101.59	5,567	6,015	51,319	7,598	8,762	417	5,187	57,752	5/17/10									
0400X.200.01	Orig	00150	2010	220211	25100	1610262				55,000	55,000	66,072	81,605	5,610.28	6,122	6,615	56,437	8,356	9,635	458	5,704	63,510	5/17/10									
<b>TASK TOTAL</b>											<b>180,000</b>	<b>180,000</b>	<b>216,274</b>	<b>263,846</b>	<b>18,364.24</b>	<b>20,038</b>	<b>21,654</b>	<b>184,735</b>	<b>27,352</b>	<b>31,539</b>	<b>1,500</b>	<b>18,670</b>	<b>207,889</b>									
<b>0400X.300.01.01 - Project Research Support - Base Program (North)</b>																																
0400X.300.01.01	B	00150	2009	220318	25100	1610328				0	5,800	1,119	5,813	0.00	97	0	181	5,800	5,472	74	84	1,211	5/17/10									
0400X.300.01.01	B	00150	2010	220318	25100	1610232				100,000	891,159	171,918	893,176	20,886.63	14,936	202,180	27,798	836,633	840,723	11,413	12,862	186,071	4/25/10									
<b>ACTIVITY TOTAL</b>											<b>100,000</b>	<b>896,959</b>	<b>173,037</b>	<b>898,989</b>	<b>20,886.63</b>	<b>15,033</b>	<b>202,180</b>	<b>27,979</b>	<b>842,433</b>	<b>846,195</b>	<b>11,487</b>	<b>12,946</b>	<b>187,282</b>									
<b>0400X.300.01.02 - Project Research Support - Base Program (South)</b>																																
0400X.300.01.02	A	00150	2009	220620	25100	1610314			0280023	19,723	19,723	28,448	38,104	4,357.03	5,164	4,576	10,377	4,576	18,070	9,053	50,290	21,458	5/17/10									
<b>ACTIVITY TOTAL</b>											<b>19,723</b>	<b>19,723</b>	<b>28,448</b>	<b>38,104</b>	<b>4,357.03</b>	<b>5,164</b>	<b>4,576</b>	<b>10,377</b>	<b>4,576</b>	<b>18,070</b>	<b>9,053</b>	<b>50,290</b>	<b>21,458</b>									
<b>0400X.300.01.00 - Project Management Support - Base Program</b>																																
0400X.300.01.00	A	00150	2009	220318	25100	1610328				0	5,800	1,119	5,813	0.00	97	0	181	5,800	5,472	74	84	1,211	5/17/10									
0400X.300.01.00	A	00150	2010	220313	25100	1610232				100,000	891,159	171,918	893,176	20,886.63	14,936	202,180	27,798	836,633	840,723	11,413	12,862	186,071	4/25/10									
0400X.300.01.00	A	00150	2009	220620	25100	1610314			0280023	19,723	19,723	28,448	38,104	4,357.03	5,164	4,576	10,377	4,576	18,070	9,053	50,290	21,458	5/17/10									
<b>TASK TOTAL</b>											<b>119,723</b>	<b>916,682</b>	<b>201,485</b>	<b>937,093</b>	<b>25,243.66</b>	<b>20,197</b>	<b>206,756</b>	<b>38,356</b>	<b>847,009</b>	<b>864,265</b>	<b>20,540</b>	<b>63,236</b>	<b>208,740</b>									
<b>0400X.500.02.00 - ARRA - Project Research Support</b>																																
0400X.500.02.00	A	05794	2009	220520	25100	1005098	2004040			1,121	1,121	1,617	2,166	247.64	293	260	590	260	1,027	515	286	1,220	5/17/10									
<b>TASK TOTAL</b>											<b>1,121</b>	<b>1,121</b>	<b>1,617</b>	<b>2,166</b>	<b>248</b>	<b>293</b>	<b>260</b>	<b>590</b>	<b>260</b>	<b>1,027</b>	<b>515</b>	<b>286</b>	<b>1,220</b>									
<b><sup>32</sup> Total</b>											<b>\$300,844</b>	<b>\$1,097,803</b>	<b>\$419,376</b>	<b>\$1,203,105</b>	<b>\$43,856</b>	<b>\$40,528</b>	<b>\$228,670</b>	<b>\$223,681</b>	<b>\$874,621</b>	<b>\$896,831</b>	<b>\$22,555</b>	<b>\$82,192</b>	<b>\$417,849</b>									
<sup>33</sup> Figures Expressed In: Whole Dollars											<sup>34</sup> Signature of Participant's Project Manager and Date											<sup>35</sup> Signature of Participant's Authorized Financial Representative and Date										
<sup>36</sup> NOTES:																																

NATIONAL ENERGY TECHNOLOGY LABORATORY  
INVOICE/STAFFING DATA

<sup>1</sup> Participant Name and Address  
MY COMPANY, LLC  
4567 Apple Lane  
Anywhere, WV 26505

<sup>4</sup> To: U.S. DOE - NETL  
P. O. Box 10940  
Pittsburgh PA, 15236

<sup>5</sup> Invoice No.: 0002

<sup>6</sup> Invoice Date: January 14, 2010

<sup>7</sup> Billing Period: December 1 - 31, 2009

<sup>2</sup> Contract No.: DE-FE000400X

<sup>3</sup> CLIN/SubCLIN/Task/Activity No. and Title: 0400X.200.01 - Project Management Support for the Natural Gas & Oil Program

<sup>8</sup> Name	<sup>9</sup> Labor Category (E N/E) or Description	<sup>10</sup> Status	<sup>11</sup> Employer	<sup>12</sup> Current Rate	<sup>13</sup> Hours Worked of Available	<sup>14</sup> Total Cost Current Period	<sup>15</sup> Total FTE Hours	Current Period						Cumulative				
								<sup>16</sup> Labor by Site						<sup>17</sup> Hours	<sup>18</sup> Prev Costs	<sup>19</sup> Current Cost		
								Mgn	Pgh	Alb	Hou	AK	Offsite					
					160.00													
Pines, Barbara	Program Manager	FT	MCL	110.00	8.00	880.00	0.05	0.05						12.00	440.00	1,320.00		
Little, Douglas	Senior Management Analyst	FT	MCL	95.00	16.00	1,520.00	0.10	0.10						24.00	760.00	2,280.00		
McGuire, Steve	Junior Management Analyst	FT	MCL	75.00	24.00	1,800.00	0.15		0.15					36.00	900.00	2,700.00		
Walker, John	Engineer/Scientist 5	FT	JFC	70.00	80.00	5,600.00	0.50	0.25	0.25					120.00	2,800.00	8,400.00		
Hope, Nadine	Business/Engineer Anlyst 3	FT	JFC	64.00	64.00	4,096.00	0.40					0.40		96.00	2,048.00	6,144.00		
Ford, Wade	Data Entry Operator 3	FT	MCL	22.50	24.00	540.00	0.15					0.15		36.00	270.00	810.00		
	<sup>20</sup> DIRECT LABOR SUB-TOTAL:				216.00	\$14,436.00	1.35	0.40	0.40	0.00	0.00	0.00	0.55	324.00	\$7,218.00	\$21,654.00		
	<sup>21</sup> LABOR G&A	1.57%				\$226.65												
	<sup>22</sup> TOTAL DIRECT LABOR					\$14,662.65												
		PLAN	ACTUAL															
	<sup>23</sup> (Planned/Actual Labor hours - Current)	216	216															
	<sup>24</sup> (Planned/Actual Labor hours - Cumulative)	324	318															
	<sup>25</sup> Other Direct Costs (ODCs)		<sup>26</sup> Description															
	<sup>27</sup> Subcontracts		BRD Consulting, Inc.			340.50									0.00	340.50		
	<sup>28</sup> Materials		Office Supplies			780.00									500.00	1,280.00		
	<sup>29</sup> Travel		Steve McGuire			1,000.00									0.00	1,000.00		
	<sup>28</sup> Training		PMI, Inc.			1,500.00									1,000.00	2,500.00		
	<sup>29</sup> Total ODCs					\$3,620.50									\$1,500.00	\$5,120.50		
	<sup>30</sup> G&A	8.50%				307.74									270.00	577.74		
	<sup>31</sup> Fee					0.00									0.00	0.00		
	<sup>32</sup> Total Cost & Fee					\$18,364.24									\$8,988.00	\$27,352.24		

<sup>33</sup> Labor Summary by Program/Project Number

CLIN/Task/Activity	Program Number	Project Number	WFO	Local Use	Reporting Entity	Actual RP Cost	Mgn	Pgh	Alb	Hou	AK	Offsite
0400X.200.01	1610260				220211	\$6,109.92	0.17	0.17	0.00	0.00	0.00	0.229
0400X.200.01	1610261				220211	4,073.28	0.11	0.11	0.00	0.00	0.00	0.153
0400X.200.01	1610262				220211	4,479.44	0.12	0.12	0.00	0.00	0.00	0.168
Subtotal						\$14,662.65	0.40	0.40	0.00	0.00	0.00	0.55

EXAMPLE

NATIONAL ENERGY TECHNOLOGY LABORATORY  
Staffing Report Summary  
Invoice/Staffing Data

<sup>1</sup> Participant Name and Address  
MY COMPANY, LLC  
4567 Apple Lane  
Anywhere, WV 26505  
<sup>2</sup> Contract No.: DE-FE000400X

<sup>3</sup> To: U.S. DOE - NETL  
P. O. Box 10940  
Pittsburgh PA, 15236

<sup>4</sup> Reporting Period: December 1 - December 31, 2009

<sup>5</sup> Contract: PRSS		FTE Staffing Summary										
Program Area	<sup>6</sup> Program Direction	Coal Programs	Oil - Gas	Environmental Restoration	Clean Coal	CHRIS	Mining	PMC	Reimbursable and WFO **	<sup>7</sup> Other Inst	<sup>8</sup> Non Inst	<sup>9</sup> Total
Program Numbers *	1610318-331	1610214-252 1610884-910 1610317 1610345	1610447-451 1610253-271 1610911-920 1610484-871 1610876-878	1610346-352	1610306-316 1610354-405	1713278-279 1714193 1721310 2221494-1554	1610303	1004170-224; 1004241-400 1004402-572; 1004577-593 1004609-663; 1004665-900 1005098 2923835-3845; 3123553-668 2220651-1068; 2221134-1339 2221494-1554; 1110486-678 1721119-26	1720285-936	1610276-303 1610317 1610686-688 1610703		FTEs
<sup>10</sup> MGN	22.50	58.50		0.18	1.25							82.43
PGH	58.50			0.62								59.12
ALB	12.33											12.33
HOU	0.00		0.50				0.30					0.80
AK												0.00
Offsite	0.00											0.00
<sup>11</sup> TOTAL	93.33	58.50	0.50	0.80	1.25	0.00	0.30	0.00	0.00	0.00	0.00	154.68

<sup>12</sup> Headcount Staffing Summary	
MGN	54
PGH	48
ALB	2
HOU	2
AK	1
Offsite	60
<b>TOTAL</b>	<b>167</b>

\* Program numbers as assigned according to FY budget requirements.  
\*\* Show FTEs for these Program Numbers, ONLY if they are associated with Reporting Entities 2206XX (ORD) and 2204XX (OSAP)