**Grant Payment Request Form**

Organization (Pay to):

Mailing Address:

Project Name:

Amount requested: $ Grant Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grant Award: $ Paid to date: $

|  |
| --- |
| **For Office Use Only**: Date:\_\_\_\_\_\_\_\_ Obj:\_\_\_\_\_\_\_\_\_\_\_ Key Codes:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Approval signatures ­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |
| --- | --- | --- |
| **Itemized expenses by category (not including match):**  **(Attach receipts, invoices, personnel log)** | | |
| **Item** | **Company** | **Expense** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Expenses to date:** |  |  |

|  |  |  |
| --- | --- | --- |
| **Description and amount of Match:**  **(Attach receipts, invoices, personnel log)** | | |
| **Cash Match** |  |  |
| **In-kind Match** |  |  |
| **Other** |  |  |
| **Match to date:** |  |  |
| **Total expenses + match** |  |  |

**Description of work accomplished:**

Identify tasks and completion % for each task

Signature of authorized grantee official verifying accuracy of information and attachments:

Date: