**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:**

(Attach receipts, invoices, personnel log)

|  |  |  |
| --- | --- | --- |
| Item | Company | Expense |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  | $ |

**Description of work accomplished:**

Identify tasks and completion % for each task

**Description and amount of Match:**

(Attach receipts, invoices, personnel log)

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

Date: