

PROJECT NUMBER _____
 PROJECT YEAR _____

VOUCHER REQUEST

FROM: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

THE VOUCHER REQUEST IS FOR ACTIVITIES/SERVICES RENDERED UNDER THE HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT AGREEMENT IDENTIFIED AS:

PROJECT TITLE: _____

The costs as presented in this request were incurred between the time periods of:

(dates) _____ (Year) _____ to _____
 (Year) _____ which is after the environmental release date of _____ (or
 N/A). This includes budget revision number _____ as approved (date) _____.

CHECK WHEN THIS IS FINAL VOUCHER REQUEST _____.

| Budget Category | Approved Budget | Expended to Date as previously Reported | Disbursed This Period | Accounts Payable | Expended to Date | Unobligated Balances |
|-----------------------------------|-----------------|---|-----------------------|------------------|------------------|----------------------|
| Personnel Costs | \$ | \$ | \$ | \$ | \$ | \$ |
| Office Supplies | | | | | | |
| Operating | | | | | | |
| Communications | | | | | | |
| Travel/Training | | | | | | |
| Legal and Public Notices & Titles | | | | | | |
| Consulting Services | | | | | | |
| Professional Services | | | | | | |
| Other (Specify) | | | | | | |
| Construction Contract | | | | | | |
| TOTALS | | | | | | |

Summary of Community Development Block Grant Funds:

Total Budget \$ _____
Expended To Date \$ _____
Received To Date \$ _____
Cash Requested \$ _____

CERTIFICATION: I (WE) CERTIFY THAT TO THE BEST OF OUR KNOWLEDGE AND BELIEF THAT THIS REPORT IS CORRECT AND COMPLETE, AND THAT ALL EXPENDITURES AND OBLIGATIONS ARE FOR THE PURPOSE SET FORTH IN THE GRANT AWARD DOCUMENTS. ITEMS OF COST WERE DETERMINED ALLOWABLE UNDER FEDERAL MANAGEMENT CIRCULAR 74-4 AND HAVE BEEN INCURRED AND PAID AS OF THE DATE OF THIS REQUEST, OR WILL BE PAID WITHIN THREE WORKING DAYS AFTER THE AMOUNT HEREIN REQUESTED IS RECEIVED.

PREPARED BY _____

AUTHORIZED SIGNATURE _____

AUTHORIZED SIGNATURE _____

FOR COUNTY USE ONLY

Reviewed and Approved _____