

Farm and Ranch Solid Waste Cleanup and Abatement Grant Program Final Payment Request Checklist and Final Report Form

Complete both sides of this form and submit with the Final Report. *All forms can be found at: <http://www.calrecycle.ca.gov/Funding/forms/>*

Final Payment Request Checklist

Grant Number

Grantee Name

Date

Notice to Proceed date:

Grant Payment Request Form (General Grant Forms - CalRecycle 87 rev. 3/11)

- Box 6 check "Final"
- Box 7 includes the total amount of expenditures being claimed
- Box 9 contains original signature of person authorized in resolution. Faxed and emailed copies will not be accepted

Expenditure Itemization (Farm and Ranch Cleanup - CalRecycle 224)

- Include a separate Expenditure Itemization for each site with subtotals
- All expenses included on the approved budget
- Arrange expenses by the categories in the approved Budget
- Administrative costs (includes indirect and overhead costs) **no more than 7% of cleanup of cleanup costs expended?** Or, no administrative costs claimed in this request?
- Claiming expenditures for multiple sites? If yes, include an additional Expenditure Itemization with the grand total of each budget category for all sites

Supporting Documentation included

- Reliable Contractor Declaration (General Grant Forms - CalRecycle 168) for all contractors and subcontractors attached, or was previously submitted for *this* grant
- All expense documentation was dated, or initiated, after the date on the Notice to Proceed (does not apply to all costs for prior cleanup sites), but before the end of the grant term, **March 2, 2015**.
- Invoices/documentation showing that all expenses claimed have been paid
- Includes documentation for previous invoiced payment requests (for RCD's only)
- Personnel Expenditure Summary (General Grant Forms - CalRecycle 165) for Grantee hours (no timesheets)
- Tire manifests (if tires were recycled this payment request) # of Tires

Supporting documentation continued.....

- Farm & Ranch Grant Report Form (Farm and Ranch Cleanup - CalRecycle 248) for each site remediated
 - Additional Farm & Ranch Grant Report Form (Farm and Ranch Cleanup - CalRecycle 248) with total for all sites remediated for grant term
 - "After" photographs included or previously sent in
 - Final Report Completed
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Final Report Form

- Grantee agrees with the following disclaimer:

"The statements and conclusions of this report are those of the Grantee and not necessarily those of the Department of Resources Recycling and Recovery, its employees, or the State of California. The State makes no warranty, express or implied, and assumes no liability for the information contained in the succeeding text."

Provide a summary of the project objectives and how they were accomplished.

Provide an explanation for any Work Plan task(s) not completed.

Provide the following information

- # pounds tons cubic yards **(mark one)** of waste was removed from all sites
- # pounds tons cubic yards **(mark one)** of tires were removed from all sites

Describe any findings or recommendations that you feel could improve the Farm and Ranch Grant Program or future cleanups.

Signature (does not have to be signatory)

Date