



Creative Placemaking Grant Request for Funds Form

- Form must be typed -

Name of Grantee:

Grantee Address:

Tracking/Application Number:

Total Grant Award:

Unless this is an advance request, provide in the space below a brief progress report on both the project and the expenditures of funds (grants and match).

Expenses:

EXPENSE OBJECT LINE-ITEM CATEGORY	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
Salaries, Benefits & Taxes			
Professional Fee, Grant & Award			
Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications			
Travel, Conferences & Meetings			
Interest			
Insurance			
Specific Assistance to Individuals			
Depreciation			
Other Non-Personnel			
Capital Purchase			
Indirect Cost			
In-Kind Expense			
Grantee Match			
GRAND TOTAL			

Request for Funds Form (continued)

Total Funds Spent to Date:

Total Grant Amount:

Prior Payments:

Balance to Date:

Amount of Request

Percent of Request (%)

Balance Remaining:

Signature: _____

Name:

Title:

Date:

Request for Funds Form (continued)
Itemized Expenditure Sheet

Itemize list of all payments from Tennessee Arts Commission funds and grantee's cash match. All expenditures listed must be within the term of the grant contract.

Sort payment by expense categories in accordance with the Contract Budget rather than by date of payment.

Additional copies of this page may be added if necessary provided you maintain the same format. (Download another copy of this form and fill out this page. Put the previous page total on the first line.)

Category/Purpose (Please Sort)	Payee	Check or Voucher #	Date	Amount
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Total Cash Paid Out