

PAYMENT REQUEST - QZ INFESTATION PREVENTION GRANT PROGRAM

PROJECT NUMBER	CONTRACT NUMBER	ACTIVITY	STATUTES	TERM OF GRANT AGREEMENT From: _____ to: _____
GRANTEE NAME		PROJECT TITLE		FISCAL SUPPLIER NUMBER

1. **PAYMENT REQUEST NUMBER:** _____ ☐ **FINAL** (Check box if FINAL) Final payment requests must be submitted within 30 days after the term of the agreement.

2. **CORRESPONDING QUARTERLY PROGRESS REPORT NUMBER:** _____

3. **INVOICE NUMBER / BILL FOR COLLECTION NUMBER (For Grantee use):** _____

4. **PAYMENT REQUEST PERIOD: FROM:** _____ **TO:** _____

5. **PAYMENT REQUEST TYPE (CHECK ONE):**

☐ **ADVANCE (Complete Section 6a) Note: Advance requests are only applicable to Federal Agencies.**

☐ **REIMBURSEMENT (Complete Section 6b)**

All supporting documents for reimbursement costs claimed **must** be attached.

6. **PROJECT EXPENDITURE DOCUMENTATION SUBMITTED FOR THIS REQUEST:**

a. **Amount to be ADVANCED:**

CATEGORY	AMOUNT
Staff	\$ _____
Contracts	\$ _____
Materials / Supplies	\$ _____
Equipment Use Expenses	\$ _____
Equipment Purchases	\$ _____
Other	\$ _____
TOTAL ADVANCE	\$ _____

b. **Amount to be REIMBURSED:**

CATEGORY	AMOUNT
Staff	\$ _____
Contracts	\$ _____
Materials / Supplies	\$ _____
Equipment Use Expenses	\$ _____
Equipment Purchases	\$ _____
Other	\$ _____
TOTAL REIMBURSEMENT	\$ _____

7. **PAYMENT INFORMATION:**

a. TOTAL GRANT AMOUNT	\$ _____
b. REIMBURSEMENT / ADVANCE REQUESTED TO DATE	\$ _____
c. CURRENT AMOUNT AVAILABLE (7a minus 7b)	\$ _____
d. REIMBURSEMENT / ADVANCE AMOUNT (From step 6)	\$
e. REMAINING GRANT FUNDS AVAILABLE (7c minus 7d)	\$ _____

8. **SEND WARRANT TO:**

AGENCY NAME: _____

ADDRESS: _____

CITY / STATE / ZIP CODE: _____

ATTENTION LINE: _____

9. **GRANTEE CERTIFICATION:** I represent and warrant that I have full authority to execute this payment request on behalf of the Grantee. I declare under penalty of perjury that the information provided on this form and any accompanying documents are true and correct to the best of my knowledge and that all funds received have or will be expended in accordance with the conditions set forth by the State.



AUTHORIZED REPRESENTATIVE OF GRANTEE SIGNATURE	PRINTED NAME AND TITLE	DATE
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10. **DIVISION OF BOATING AND WATERWAYS APPROVAL:**



SIGNATURE	PRINTED NAME AND TITLE	DATE
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11. **SUBMIT REQUEST TO:** QZGrant@parks.ca.gov