

Outline for Payment of Endowment Fund Projects

Name of Project: _____

Amount of Request: _____

Written Estimate of Project Cost: _____

Itemized bids from subcontractors, if applicable, including payment schedule:

Advance Payment Requested, if any: _____

Anticipated Completion Date: _____

Actual Completion Date: _____

Final Project Cost: _____

Additional Sources of Funding, if any: _____

Final Payment Due from Endowment Fund: _____

Manner in Which Payment Will be Made: _____

Date Paid: _____ Check Number: _____

Additional Special Instructions, if any: _____

No payment for current year projects can be issued before July 1.