



DOUGLASS TOWNSHIP  
 EAST COVINGTON TOWNSHIP  
 LOWER POTTSBORO TOWNSHIP  
 NEW HANOVER TOWNSHIP  
 NORTH COVINGTON TOWNSHIP  
 POTTSBORO BOROUGH  
 UPPER POTTSBORO TOWNSHIP  
 WEST POTTSBORO TOWNSHIP

POTTSTOWN  
 METROPOLITAN  
 REGIONAL  
 PLANNING  
 COMMITTEE



**pennsylvania**  
 DEPARTMENT OF CONSERVATION  
 AND NATURAL RESOURCES

## 2021-2024 Pottstown Regional Park Improvement Mini-Grant Program Final Reimbursement Request Form

**PROJECT TITLE** \_\_\_\_\_

**GRANTEE** \_\_\_\_\_

*Address* \_\_\_\_\_

*Phone* \_\_\_\_\_

*Primary Contact Person (Name & Title)* \_\_\_\_\_

**FINAL PAYMENT REQUEST**

Total of Invoices Included \$ \_\_\_\_\_

Total Grant Award Amount \$ \_\_\_\_\_

Reimbursement % of Total Grant Award   10   %

Reimbursement Amount Requested \$ \_\_\_\_\_

**ATTACHMENTS (Please include the following documents)**

- ✓ Completed success story document
- ✓ Budget spreadsheet showing expenditures for total project cost to support reimbursement and closure
- ✓ Copies of all invoices and canceled check(s) for each item being requested for reimbursement
- ✓ For planning projects, a copy of the final plan document

***Grantee***

Signed by \_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_

***Pottstown Area Health and Wellness Foundation***

Signed by \_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_

***Pottstown Metropolitan Regional Planning Committee***

Signed by \_\_\_\_\_ Date \_\_\_\_\_ Title \_\_\_\_\_