

FORM 1-4

REQUEST FOR FUNDS

SECTION I-CDBG RECIPIENT INFORMATION		
Project Number	Drawdown Number	Total Amount Requested
Name & Address of Recipient		

SECTION II-FINANCIAL INFORMATION (CDBG FUNDS ONLY)				
BUDGETED ACTIVITIES	A Total Amount Budgeted	B Total Amount Requested Prior to this Draw	C Total Amount Requested for this Draw	D Balance Remaining After this Draw
1. ADMINISTRATION				
	% of Total Grant	% of Column A		
2. PROGRAM DELIVERY (TOTAL)				
a. Program Delivery – Housing Rehabilitation				
b. Program Delivery – all Other Activities				
	% of Total Grant	% of Column A		
3. PROGRAM ACTIVITY (IES)				
a. Engineering				
	% of Total Grant	% of Column A		
4. TOTAL				
5. BALANCE OF CDBG FUNDS IN ACCOUNT			Remarks	
6. AMOUNT REQUESTED AND NOT RECEIVED				
7. AMOUNT REQUESTED AND RECEIVED (4B-6B)				

SECTION III - LOCAL APPROVAL (AUTHORIZED SIGNATURES ONLY)		
Date	Signature	Title
Date	Counter Signature	Title

SECTION IV- OFFICE OF COMMUNITY RENEWAL APPROVAL (OFFICE USE ONLY)	
Date Received _____ IDIS # _____	Approved: _____ IDIS Input Date: _____ IDIS Voucher: _____
1) Request per OCR Approved Budget and Project Schedule: <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, provide an explanation)	
2) <input type="checkbox"/> Verified authorized signatures and the availability of funds	
3) <input type="checkbox"/> Release of Funds/Concurrence Approval Date: _____	
4) <input type="checkbox"/> Not on Funds suspended list	
5) Evidence of Davis Bacon Compliance: <input type="checkbox"/> Received Date Received: _____ <input type="checkbox"/> N/A for this Project <input type="checkbox"/> N/A for this request	
I have reviewed the required documentation and authorized the processing of this Request for Funds: CD/ED: _____ Date: _____	
Comments: _____	

