



FINAL CLOSEOUT REPORT

NEIGHBORHOOD MATCHING GRANT

This report must be submitted when the project is 100% complete and all grant funds have been expended.

Neighborhood Group Information

Neighborhood Name: _____

Project Name: _____

Grant Amount: _____ Total Project Amount: _____

Project Status

What has your group completed to date (use additional pages as necessary):

Expenditure Report (include all expenditures for the entire project)

Expenditure	Grant Amount	Match Amount	Total Amount
Volunteer Labor	\$0.00		
TOTAL			

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Required Documentation

Please attach supporting documentation for all expenditures **not** submitted in the Mid-Project Report, and check the following as applicable for what is included in this report submission:

- Receipts of purchases
- Letters or invoice for donated professional services
- Letter or invoice for donated materials
- Volunteer Labor form (form available on website)
- Volunteer Liability Waiver and Release Agreement(s) (form available on website)
- Completed project photos (required)
- Other: _____
- Other: _____

Project Team Leader Certification

I hereby certify that all documentation submitted in this final closeout report is truthful and accurate to the best of my knowledge.

Neighborhood Certification

Prepared By (Printed Name): _____ Title: _____

Signature: _____ Date: _____

Report Submission

You can submit this report by email to: neighborhoods@arlingtontx.gov.

You can also submit this report by mail to: Community Development and Planning
Neighborhood Program
P.O.Box 90231 MS01-0260
Arlington, TX 76010-3231

Or, you can hand deliver this report to: One Start Development Center
2nd Floor, City Hall
ATTN: Neighborhood Program
101 W Abram Street
Arlington, TX 76010