



## Trees In Parks Grant Request for Funds

**Date:**  
**Tree Grant Number:**  
**Grant Recipient:**  
**Project Location:**

**Check Payable To:**  
**Address:**  
**City, State, Zip:**

***Purpose:***

Send this form to Park Pride to request reimbursement for your tree grant expenditures. Fill in the chart below to document project expenditures. Park Pride will reimburse you for tree expenditures up to the grant amount or up to the value of the community match.

***Instructions:***

- (1) List up to one expenditure per row in each category .
- (2) Please provide documentation of the expense such as an invoice, purchase order, or receipts for services/materials used for the project.
- (3) Email your completed form, documentation, and photos to [amanda@parkpride.org](mailto:amanda@parkpride.org) or fax to **404-546-9688**.

### Tree Expenditures

Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
<b>Total:     \$           -</b>	

### Other Project Expenditures

(including the value of in-kind donations and volunteer labor)

Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
Description:	Amount:
<b>Total:     \$           -</b>	

**Remember to attach a purchase order, invoice, or receipt for each expenditure listed (except volunteer labor) and photos of your completed project.**