

Grant Reimbursement P.A.C.E.

Pay For Your
Invoices/Receipts
(Keep packing slips)



Save Itemized Receipts

Submit invoices/receipts
to **A**uditor's Office for
payment or
reimbursement to you



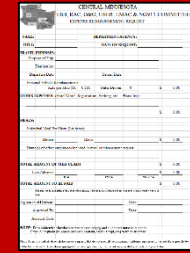
Give these invoices and
supporting documents
to your Grant
Administrator too!

Request Cancelled
Check/Warrant from
your Auditor's Office



Get "Proof of Payment"
from your Auditor's
Office that county
funds paid the invoice

Fill out an **E**xpense
Reimbursement Form



Complete expense
reimbursement form
stating dollar amount
requested for grant
reimbursement to your
agency

CHECKLIST

- _____
- _____
- _____
- _____
- _____