

# ACCESSING SUBAWARD FUNDS

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from the U.S. Forest Service, Department of Agriculture.

DNRC is an equal opportunity provider.

# INITIAL CONSIDERATIONS ABOUT ACCESSING SUBAWARD FUNDS

## PAYMENT BY REIMBURSEMENT

DNRC typically disburses subaward funds on a **reimbursement** basis, which means you ...

incur expenses in support of your project,



pay the expenses,



then submit a request for disbursement to DNRC.

## PUTTING TOGETHER THE DISBURSEMENT REQUEST ...

Make sure project spending **aligns with**

- the budget in the subaward agreement.
- activities outlined in the project proposal.

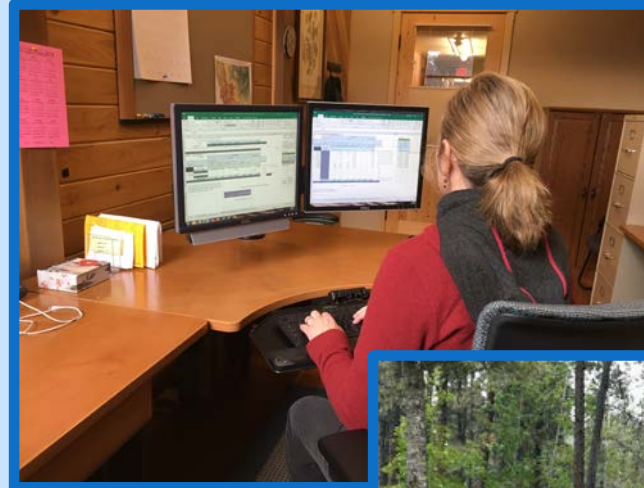
**SECTION 5. PROJECT BUDGET.** Subaward funds are allocated to the following budget categories:

<b><i>Project Funding Summary:</i></b>	
<b>Direct Costs</b>	
<b>Subrecipient salary/wages/benefits</b>	\$10,100
<b>Operating Expenses</b>	\$4,800
<b>Payments to Landowners (Beneficiaries)</b>	\$57,000
<b>Contracted Services</b>	\$19,000
<b>Subtotal – Direct Costs</b>	\$90,900
<b>Indirect Costs (10.00%)</b>	\$9,100
<b>Total Subaward Amount</b>	\$100,000
<b>Match Required (1:1) or other ratio</b>	\$100,000
<b>Total Project Funding:</b>	<b>\$200,000</b>

## PUTTING TOGETHER THE DISBURSEMENT REQUEST ...

Involve both fiscal and project staff, so the request comes from **combined knowledge ...**

rather than an accountant working alone in the office or a project manager compiling numbers from the field.



# PUTTING TOGETHER THE DISBURSEMENT REQUEST ...

Review your **project reports** to date and make sure expenses are supported by your reported accomplishments.

## River Valley Land Council

**QUARTERLY REPORT FOR SUBAWARD AGREEMENT #: CRC-17-010**

**Reporting period:** Jan 01 - March 31 , 2017

**Agreement termination date:** July 26, 2019

**Total acres to be treated** (Sect.4 in grant agreement): 156

	<b>Acres Treated</b>	<b># Property Assessments / Plans</b>	<b># Educational Programs Completed</b>
<b>This Quarter</b>	42	15	4

This quarter, we treated 12 acres in Gold Creek and 30 in Potomac. In the Greenough area, we completed 15 property assessments, each resulting in a hazardous fuel reduction plan. We also held 4 community meetings: 1 in

## DOCUMENTING EXPENSES

- Under certain circumstances, DNRC will disburse subaward funds on an **advance** basis.
- Contact the program manager to discuss the possibility.

**SECTION 7. DISBURSEMENTS.** The Subrecipient may request an advance on available funds. In order to be eligible to receive an advance payment Subrecipient must maintain written procedures that minimize the time elapsing between the transfer of funds and their disbursement. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursement of funds by Subrecipient. After

# DISBURSEMENT REQUESTS: AN OVERVIEW



# DISBURSEMENT REQUEST FORM

DNRC usually provides a **disbursement request form** for you to use, either in the appendices of your subaward agreement or on a DNRC website.

## Request for Disbursement of DNRC Grant Funds / Financial Status Report

Request for Reimbursement

Wise River Restoration Collective Subrecipient Name  
 WSF-18-020 / Wise River Restoration Project Subaward Agreement Number / Project Name

Period covered by this request: From (09/01/2017): To (09/30/2017):

	Disbursement amount requested	Total Grant Budget by category (from grant agreement)	Funds received from DNRC (before this request)	Grant balance remaining (after this request)	Cumulative match expenses to date (1:1 match)
<b>Direct Costs:</b>					
Subrecipient Salary/Wages/Benefits	\$1,445.55	\$20,000.00	\$18,554.45	\$0.00	
Operating Expenses	\$247.63	\$5,000.00	\$4,752.37	\$0.00	
Payments to Landowners (Beneficiaries)	\$24,680.00	\$60,000.00	\$35,320.00	\$0.00	\$100,000.00
Contracted Services	\$2,500.00	\$5,000.00	\$2,500.00	\$0.00	
SubTotal	\$28,873.18	\$90,000.00	\$61,126.82	\$0.00	\$100,000.00
<b>Indirect Costs (10%)</b>	\$2,887.32	\$10,000.00	\$7,112.68	\$0.00	
<b>TOTAL</b>	<b>\$31,760.50</b>	<b>\$100,000.00</b>	<b>\$68,239.50</b>	<b>\$0.00</b>	<b>\$100,000.00</b>

Subrecipient Representative / Preparer's Signature \_\_\_\_\_ Date \_\_\_\_\_

## MONTANA URBAN & COMMUNITY FORESTRY - PROJECT BUDGET REPORT FORM

Type of Project Expenses*	Hourly Rate or Piece Rate (per each)	Quantity	(a) Grant Funds Requested	(b) Applicant Cash Match	(c) \$ Value of Donated & In-Kind	Total (a) + (b) + (c)
Contracted Inventory Update (w/bids)	30.00/hr	147	3,000	1,410		4,410
Trees	20.00	200	1,000	3,000		4,000
Shipping	Flat	200 trees		300		300
Tree Posts	1.00	200		200		200
Excavating	50.00/hr	12			600	600
Lunches for work crew	5.00/meal	40			200	200
Indirect Costs	8%		320			320
<b>Grand Total</b>			<b>4,320</b>	<b>4,910</b>	<b>800</b>	<b>10,030</b>

# DISBURSEMENT REQUEST FORM

In most cases, you'll need to display your expenses in the **budget categories** provided by DNRC.

	<b>Disbursement amount requested</b>
<b>Direct Costs:</b>	
Subrecipient Salary/Wages/Benefits	\$1,445.55
Operating Expenses	\$247.63
Payments to Landowners (Beneficiaries)	\$24,680.00
Contracted Services	\$2,500.00
SubTotal	\$28,873.18
<b>Indirect Costs (10%)</b>	\$2,887.32
<b>TOTAL</b>	<b>\$31,760.50</b>

# DISBURSEMENT REQUEST FORM

Note: Categories on the **form** are the same as those in the **subaward budget**.

	Disbursement amount requested
<b>Direct Costs:</b>	
Subrecipient Salary/Wages/Benefits	\$1,445.55
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<b>Subtotal – Direct Costs</b>	\$28,873.18
<b>Indirect Costs (10%)</b>	\$2,887.32
<b>Total Subaward Amount</b>	<b>\$31,760.50</b>

## DOCUMENTING EXPENSES

The subaward agreement provides instruction about how to document expenses. In most cases, documentation must demonstrate that expenses have been both incurred **and** paid.

**SECTION 7. DISBURSEMENTS.** Subrecipient shall submit claims for disbursement of Subaward funds to the DNRC liaison, using the “Request for Disbursement of DNRC Grant Funds / Financial Status Report” form, attached hereto as Appendix E and incorporated herein by reference. Documentation of reimbursable costs incurred and paid must be submitted with the request. Documentation may include, but is not limited to, itemized receipts, vendor invoices, inspection certificates, transaction ledgers or other financial reports that clearly show expenditures, payroll records, copies of checks, bank statements, and other

## DOCUMENTING EXPENSES

Some subawards may not require full documentation for disbursement requests.

However, subrecipients are still expected **to be able to furnish these documents** upon request.

**SECTION 7. DISBURSEMENTS.** The Subrecipient shall submit claims for disbursement of Subaward funds to the DNRC liaison using the “Request for Disbursement of DNRC Grant Funds / Financial Status Report” form attached hereto as Appendix E and incorporated herein by reference. DNRC may withhold disbursement for costs that are not allowed under this Subaward and may require Subrecipient to provide adequate documentation to substantiate the expenditures as allowable costs.

## DOCUMENTING EXPENSES

The following kinds of documents ...

- show that expenses were **incurred** and you are obligated to pay them.
- provide details to show **what** was purchased.

Purchase order

Invoice

Signed contract

Employee  
Timesheet

## DOCUMENTING EXPENSES

These kinds of documents show that an expense was **paid**:

Payroll  
report

Check stub

Receipt

Transaction  
report

Bank  
statement

## DOCUMENTING EXPENSES

When assembling documentation, **clarify expenses:**

- As needed, highlight specific expenses or add notes.
- A third party should be able to recreate the amounts in the request.

*Idaho Fescue*  
*Western Yarrow*  
*Slender Wheatgrass*  
*Prairie June Grass*  
*Mountain Bromegrass*

*Seed mix  
for  
restoration*

*cost/pound*

MIX SUBTOTAL (200 PLS # @ 5.8105 Per PLS #): \$1,162.10

Subtotal	\$1,162.10
Freight	\$0.00
Sales Tax:	Tax-Exempt
<b>GRAND TOTAL:</b>	<b>\$1,162.10</b>




**DOCUMENTING  
SALARIES/WAGES/BENEFITS (S/W/B)**

## DOCUMENTING S/W/B

The s/w/b category represents the cost of your organization's staff time on the project.

It includes **both** salaries or wages paid to employees **and** the employer's payroll costs for taxes and benefits.

Date	Name	Account	Amount
11/01/2017	Smith, Jamie	October Wages	\$711.77
11/01/2017	Smith, Jamie	Unemployment	\$5.77
11/01/2017	Smith, Jamie	Health	\$109.27
11/01/2017	Smith, Jamie	Retirement	\$20.53
11/01/2017	Smith, Jamie	Employer Taxes	\$42.43
11/01/2017	Smith, Jamie	MT Unemployment	\$0.55
11/01/2017	Smith, Jamie	Workers Comp	\$5.02
			<b>\$895.34</b>



***Note that this total can be charged to the subaward.***

## DOCUMENTING S/W/B

To show s/w/b expenses were **incurred**, provide payroll records describing the ...

- cost of an employee's time worked on subaward project.
- dates work was conducted.
- type of activities performed.

EMPLOYEE: Jack Spruce

RATE: \$25 / HOUR

DATE	ACTIVITY	# HOURS
10/1/2016	Assembled Smith and Wainright agreement	4
10/12/2016	Conducted site visit to Lampert project	6
10/21/2016	Mapped Kim project	2
10/23/2016	Planned outreach meeting for Waung area	3
<b>TOTAL HOURS</b>		<b>15</b>

## DOCUMENTING **S/W/B**

To show s/w/b costs were **paid**, include one of the following documents:

Check stub

Payroll report

Accounting  
statement

Bank  
statement

# DOCUMENTING OPERATING EXPENSES

## DOCUMENTING OPERATING EXPENSES

The **operating expenses** category typically includes such items as these:

Supplies

Materials

Travel

Training


# DOCUMENTING OPERATING EXPENSES

To show costs  
were **incurred**,  
send copies of  
invoices.

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*INVOICE # 87*

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**GREENLEAF NURSERY**

Date **3/21/2018**

Greenleaf Nursery  
27 Fawn Terrace  
Missoula, MT 59801  
P: 406-421-1234

SOLD TO Willow Creek Restoration  
853 Main Street  
Florence, MT 59833  
P: 406-522-7272


Qty	Description	Unit Price	Line total
20	Black Cottonwood (P balsamifera)	\$20	\$400
10	Quaking Aspen (P tremuloides)	\$22	\$220
		Subtotal	\$620
<i>Thank you for your business!</i>		Sales Tax	\$0
		Total	\$620

# DOCUMENTING OPERATING EXPENSES

If purchases are not itemized on an invoice or receipt, **add a memo** to clarify them.

*INVOICE # 87*

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**GREENLEAF NURSERY**

Date **3/21/2018**

Greenleaf Nursery  
27 Fawn Terrace  
Missoula, MT 59801  
P: 406-421-1234

SOLD TO Willow Creek Restoration  
853 Main Street  
Florence, MT 59833  
P: 406-522-7272

*20 Black Cottonwood x \$20/unit = \$400*  
*10 Quaking Aspen x \$22/unit = \$220*

**Total: \$620**

*Thank you for your business!*



# DOCUMENTING OPERATING EXPENSES

To show costs were **paid**, send transaction reports, receipts, check stubs, or bank statements.

RESTORATION	<b>Willow Creek Restoration</b>	03/21/18
20105	<b>Accounts Payable Transaction</b>	09:15:22

Group number.....	11	RESTORATION18
Accounting period...	3/01/18	3/31/18
Transaction date....	03/21/18	
Invoice number.....	87	
Account number.....	24	Supplies
Amount.....	\$620.00	
Voucher number.....	1342	
Vendor number.....	3890	Greenleaf Nursery
Description.....	Tree purchase	

## DOCUMENTING OPERATING EXPENSES (TRAVEL)

**Incurred** travel expenses are often supported by mileage logs or per diem claims.

<b>Mileage Log</b>					
<b>Employee Name</b>	Jane Smith	<b>Rate / Mile</b>	\$0.535		
<b>Employee ID</b>	344214	<b>Period</b>	05/01 - 05/31/17		
<b>Vehicle</b>	Company Truck	<b>Total Miles</b>	38		
<b>Authorized By</b>	Graham Larch	<b>Reimburse</b>	\$20.33		
<b>Date</b>	<b>Start Point</b>	<b>Destination</b>	<b>Description/Notes</b>	<b>Mileage</b>	<b>Reimburse</b>
5/5/2017	Florence office	S. Jones Residence & Return	Plan restoration project	26	\$13.91
5/12/2017	Florence office	Florence Town Hall	Present to public about restoration program	12	\$6.42
				<b>38</b>	<b>\$20.33</b>

# DOCUMENTING OPERATING EXPENSES (TRAVEL)

Show that travel costs were **paid** by sending transaction reports, receipts, check stubs, or bank statements.

Statement period  
2017-05-01 to 2017-05-31

GREENVILLE BANK  
123 W Front St  
Hamilton, MT  
59835

Account Number  
00005-123-456-7

Willow Creek Restoration  
853 Main Street  
Florence, MT 59833

Ref.	Date	Withdrawals	Deposits	Description	Balance
9953	5/06/17	\$500.00		Contractor W. Larch	\$26,044.42
1972	5/15/17	\$527.46		Payroll - J. Smith	\$25,516.96
4421	5/25/17	\$20.33		Mileage - J. Smith	\$25,496.63
	5/26/17		\$42.72	Refund - Verizon	\$25,539.35
<b>TOTAL</b>		<b>\$1,047.79</b>	<b>\$42.72</b>		

# DOCUMENTING CONTRACTED SERVICES

## DOCUMENTING CONTRACTED SERVICES

This category covers the **purchase of services:**  
that is, an individual or business,  
acting as an independent contractor,  
provides professional advice or services  
in exchange for compensation.

## DOCUMENTING CONTRACTED SERVICES

Commonly contracted forestry services include ...

- hazardous fuels mitigation.
- forest thinning or restoration.
- pest management.
- irrigation system set-up.
- tree planting.



# DOCUMENTING CONTRACTED SERVICES

Other contracted services might include the following:

Consulting



Legal



Accounting



Information  
Technology



# DOCUMENTING CONTRACTED SERVICES

To show costs were  
**incurred**, send a  
copy of an invoice.

## ABC Forestry

42 Maple Ave; Greenwood, MT 59822  
(406) 444-2345, [Service@ABCForestry.com](mailto:Service@ABCForestry.com)

**TO:** Willow Creek Restoration  
853 Main St; Florence, MT 59833  
406-522-7272, [suki@willowcreek.org](mailto:suki@willowcreek.org)

## INVOICE

**DATE** May 1, 2017

**FOR** Hazardous Fuels  
Removal

### Description

Thinned standing timber on 6 acres at a cost of \$1,300 per acre

**Total: \$7,800.00**

Make all checks payable to ABC Forestry

Payment is due within 30 days.

THANK YOU FOR YOUR BUSINESS!



# DOCUMENTING CONTRACTED SERVICES

A copy of the  
**actual contract**  
can help document  
that the expense  
was incurred.

## ABC Forestry

42 Maple Ave; Greenwood, MT 59822  
(406) 444-2345, Service@ABCForestry.com

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### SOW 142 Agreement to Perform Consulting Services

Date	Services Performed By:	Services Performed For:
January 1, 2017	ABC Forestry 42 Maple Ave; Greenwood, MT 59822 (406) 444-2345, Service@ABCForestry.com	Willow Creek Restoration 853 Main St; Florence, MT 59833 (406) 522-7272; suki@willowcreek.org

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This Statement of Work (SOW) is issued pursuant to the Consultant Services Master Agreement between Willow Creek Restoration ("Client") and ABC Forestry ("Contractor"), effective January 1, 2017. This SOW is subject to the terms and conditions contained in the Agreement between the parties and is made a part thereof. Any term not otherwise defined herein shall have the meaning specified in the Agreement. In the event of any conflict or inconsistency between the terms of this SOW and the terms of this Agreement, the terms of this SOW shall govern and prevail.

## DOCUMENTING CONTRACTED SERVICES

To show costs were **paid**, provide a receipt, transaction report, bank statement, or check stub.

<b>WILLOW CREEK RESTORATION – TRANSACTIONS FOR MAY 1 - 31, 2017</b>							
<b>Subaward</b>	<b>Type</b>	<b>Date</b>	<b>#</b>	<b>Name</b>	<b>Details</b>	<b>Account</b>	<b>Amount</b>
<b>HZF-19- 222</b>	General	05/02/17		See, Lisa	Mileage: Lisa See	Mileage	\$21.62
	Check	05/21/17	7664	ABC Forestry	Haz Fuels	Contractual	\$7,800.00
	Paycheck	05/23/17		See, Lisa	Direct Deposit	Payroll	\$455.26
	Paycheck	05/23/17		See, Lisa	Direct Deposit	Health	\$85.24
	Paycheck	05/23/17		See, Lisa	Direct Deposit	Retirement	17.33
<b>TOTAL</b>							<b>\$8,379.45</b>

**DOCUMENTING  
PAYMENTS TO LANDOWNERS**

## DOCUMENTING PAYMENTS TO LANDOWNERS

This category comprises payments made directly to private landowners to reimburse costs for work done on their properties.

In this scenario, landowners are considered the **beneficiaries** of the subaward program, not contractors.



## DOCUMENTING PAYMENTS TO LANDOWNERS

To show costs were  
**incurred**, send a copy  
of an invoice or  
landowner agreement.

City of Greenville  
Hazardous Fuels Treatment Program  
Landowner Fuels Reduction Cost-Share Agreement

This agreement is between the City of Greenville and Donna Wood, referred to hereafter as the "Applicant."

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

**Section 1. PURPOSE.** The purpose of this Agreement is to grant to the Landowner a percentage of the cost of approved activities listed herein to reduce the risk of wildland fire and create defensible space around the residence and other structures on private property belonging to the Landowner. Fuels

## DOCUMENTING PAYMENTS TO LANDOWNERS

To show costs were **paid**, provide a receipt, transaction report, bank statement, or check stub.

FORESTRYSERV	City of Greenville	05/31/17
20105	Accounts Payable Transaction	09:15:22

Group number.....	1661	HAZFUELS17
Accounting period...	5/01/17	5/31/17
Transaction date....	05/21/17	
Invoice number.....	5609	
Account number.....	672	Pay landowner
Amount.....	\$4,800.00	
Voucher number.....	1675	
Vendor number.....	142	Donna Wood
Description.....	Treat 6 acres	

## DOCUMENTING PAYMENTS TO LANDOWNERS

Include documentation to support that the landowner's project was inspected and approved by a representative of your organization **before** payment was made.

This could take the form of an email, official inspection sheet, or signed attestation by a project officer.

Date: 05/15/2017

Landowner Name: Donna Wood

Landowner Project: Defensible Space

Contractor (hired by landowner): ABC Forestry

Amount: \$4,800.00

Notes: Hazardous fuels removal on 8 acres at a cost of \$600 per acre.

Approval: Project inspected 05/15/2017 and approved as satisfactory. Please pay reimbursement of \$4,800.00 to Landowner Donna Wood.

*Kelly Spruce* 05-15-17  
Program Officer Signature

# RETAINING DOCUMENTATION

How long do subrecipients need to retain documents to support their expenses?



## RETAINING DOCUMENTS

The “Records and Audits” section of the subaward *typically* requires a subrecipient to retain documents to support expenses for a minimum of **three years** after expiration of the subaward.

**SECTION 9. RECORDS AND AUDITS.** The Subrecipient must maintain appropriate and adequate records showing complete entries of all receipts, disbursements, and other transactions relating to this Subaward for **three (3) years** after the later of either the final Subaward payment or the termination or expiration of this Subaward.

# AVOIDING REIMBURSEMENT DELAYS

How to avoid delays in receiving  
reimbursement from DNRC

## AVOIDING REIMBURSEMENT DELAYS

Provide **complete documentation** of expenses.  
Anything requiring follow-up or further clarification  
may slow the processing of a payment.

## AVOIDING REIMBURSEMENT DELAYS

For instance, make sure to ...

- clearly and adequately document all expenses.
- categorize costs appropriately.
- line expenses up with the project budget in the subaward agreement.

# AVOIDING REIMBURSEMENT DELAYS

Ensure **reporting requirements are up-to-date** (i.e. quarterly or final).  
Per the subaward agreement, DNRC cannot make a payment without current reports on file.

## River Valley Land Council

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Total acres to be treated (Sect.4 in grant agreement): 156

	Acres Treated	# Property Assessments / Plans	# Educational Programs Completed
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This quarter, we treated 12 acres in Gold Creek and 30 in Potomac. In the Greenough area, we completed 15 property assessments, each resulting in a hazardous fuel reduction plan. We also held 4 community meetings: 1 in

# AVOIDING REIMBURSEMENT DELAYS

Insurance must be **current and on file** at DNRC.

Certification must be provided before payment can be made.

ACORD <sup>®</sup>		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY)		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p>						
<p><b>IMPORTANT:</b> If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>						
<b>PRODUCER</b>  <p style="text-align: center;">EXCEL INSURANCE</p>		<b>CONTACT NAME:</b> Rita Goode <b>PHONE (A/C, No, Ext):</b> 406-529-6698 <b>E-MAIL ADDRESS:</b> rgoode@gfg.org <b>FAX (A/C, No):</b>				
<b>INSURED</b>  <p style="text-align: center;">Greenleaf Forestry Group</p>		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :		<b>NAIC #</b>		
<b>COVERAGES</b>		<b>CERTIFICATE NUMBER:</b>		<b>REVISION NUMBER:</b>		
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY			08/07/2017	08/07/2018	EACH OCCURRENCE \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>		WX726998432		DAMAGE TO RENTED PREMISES (Ea occurrence) \$

**FOR MORE INFORMATION ABOUT  
ACCESSING SUBAWARD FUNDS**

Contact DNRC Forestry Division  
at (406) 542-4300.