

Massachusetts Libraries

BOARD OF LIBRARY COMMISSIONERS

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CONSTRUCTION GRANT ROUND MONTHLY REPORT

Library:			
Address:			
City & Zip:			
Phone:		Email:	
Report Month:		Report Year:	
Month & Year Project Completion Expected:			

This is to report on the status of the construction project which is partially funded with Massachusetts Public Library Construction Program funds through the Massachusetts Board of Library Commissioners and governed by the Regulations and Assurances in the application and the grant Agreement.

NARRATIVE: Describe briefly what happened on your project during this report month. If necessary, use an additional sheet.

Prepared by _____ Title _____ Date _____

Submit via email to Uechi Ng at uechi.ng@mass.gov

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FINANCIAL SUMMARY - fill in only the cells outlined in red; the rest will be calculated for you		
I. PROJECT FUNDING		
1.	MPLCP Grant Funds Awarded	
2.	Local/Other Funds Budgeted	
3.	Total Funds Available (calculated)	
II. EXPENDITURES TO DATE		
1.	MPLCP Grant Funds Expended to date	
2.	Local/Other Funds Expended to date	
3.	Total Funds Expended (calculated)	
4.	Balance remaining to expend (calculated)	
III. MPLCP FUNDS		
1.	Total MPLCP Grant Funds received to date	
2.	Balance of MPLCP Grant Funds in separate interest-bearing local account (calculated)	
3.	Total interest earned on grant funds to date	
4.	Total balance of separate local account: grant funds remaining + total interest earned (calculated)	
5.	Number of grant payments received	

Percentage Completion: _____%

___ We certify that state/federal wage rates are posted on site

___ We certify that payrolls have been checked against wage rates

___ We certify that other labor and civil rights requirements are being fulfilled by contractors

___ We certify that state (MPLCP) funds are earning interest in a separate account.

Attachments:

___ First page (with signatures) of AIA Application and Certification for Payment form

___ Other Project Information/Documentation (please list)