



Return of Funds Form

February, 2016

Recipient: \_\_\_\_\_

Contract Number:: \_\_\_\_\_

This form is be used to explain the reason why funds are being returned to the Department and the amount being returned. Future reimbursement requests will be denied if this information is not provided.

<input type="checkbox"/> <b>1. Reimbursement of Grant Funds</b> (Indicate the line items to be credited if funds are being returned and the reason.)			
Activity Number	Description (Line Item)	Reason for Funds Being Returned	Amount
<b>Total Returned:</b>			
<input type="checkbox"/> <b>2. Program Income</b> (Indicate the source of the program income funds, i.e. rent on city-owned industrial building constructed with ED funds, sale of rehabbed home to satisfy DPL.)			
<b>Source of Funds</b>			<b>Amount</b>
<input type="checkbox"/> <b>3. Interest</b> (Indicate the source of the interest income, i.e. housing rehab escrow account or funds deposited in wrong account.)			
<b>Source of Funds</b>			<b>Amount</b>