

**SAMPLE 3**

Organization: Anytown Public Library

**LSTA SPECIAL PROJECT DISBURSEMENT FORM**

Anytown's VendorCode: 0100100100

LSTA Project Number: 06.2.3

Program Name: Discovery Kits

Total Award: \$10,000 (FY06 \$10,000 / FY07 \$0.00 )

TOTAL GRANT AWARD \$ 10,000

**PART 1: FEDERAL CASH ON HAND**

1. Federal Cash Received to Date for this Project \$ \_\_\_\_\_

2. Grand Total Expended to Date (from Financial Expenditure Summary sheet in Progress Report) \_\_\_\_\_

3. Federal Cash on Hand (Subtract line 2 from line 1) \_\_\_\_\_

**PART 2: FEDERAL CASH REQUESTED**

1. Cash Requirements \$ \_\_\_\_\_

2. Federal Cash on Hand (From Part 1 above, line 3) \_\_\_\_\_

3. **FEDERAL CASH REQUESTED** (Subtract line 2 from line 1) \_\_\_\_\_  
*(Round off to the nearest whole dollar. No cents)*

AGENCY DIRECTOR: \_\_\_\_\_ DATE: \_\_\_\_\_

Signature

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MBLC Use Only: Line Item: 7000-9702

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ AMOUNT: \_\_\_\_\_ FYEAR: \_\_\_\_\_

**SEND TWO COPIES OF THIS FORM WITH ORIGINAL SIGNATURES TO:**

Massachusetts Board of Library Commissioners  
98 North Washington St, Suite 401 Boston, MA 02215  
Attn.: Your Program Consultant

Expenditure Completion Date: September 1, 2006