

Replacement Back-Up Form - Community Initiatives

Instructions: This form should be completed in order to replace ineligible expenses previously billed to a Missouri Housing Development (MHDC) Community Initiatives grant (i.e., Emergency Solutions Grant, Housing First Program, Missouri Housing Trust Fund).

Agency

Date

Grant Number

Community Initiatives Program

Total Amount of Direct Financial Assistance

Total Administrative/Operating Expenses

Total Amount of Replacement Expenses

The following supporting documentation should be submitted with this form in order for MHDC to determine eligibility of replacement expenses:

Revised HMIS report

Proof of need

Proof of household(s) income eligibility

Proof of cost(s) incurred

Consent form(s)

Proof of cleared payment(s)

I hereby certify that all information on this form is true, that I have collected and reviewed all required records to maintain, and that all expenses are authorized and meet the eligibility of the grant.

Authorized Signature #1

Date

Authorized Signature #2

Date
