Cash Advance Request Form

Instructions: The Applicant Agent should complete this section of the form, sign and date it, and return it to Marilyn Gally at marilyn.gally@state.co.us and Electra Bustle at electra.bustle@state.co.us with copies of any available invoices that will be paid with this advance. The applicant shall also provide an anticipated payment schedule for projects included in this request.

Applicant: _Town of Lyons_

As the Applicant Agent for the applicant named above, I am requesting payment in advance from a grant issued by the Division of Homeland Security and Emergency Management (DSHEM) as follows:

Grant Programs Requested: _All DHSEM managed grants (FEMA PA, FEMA HMGP, DEF_
*For Public Assistance, please attach a list of Project Worksheets included in this request

Total amount of previous cash advance requests: _$6,500,000 ⁰⁰_

Total amount of cash advance for this request: _$3,000,000 ⁰⁰_

Reason(s) for cash advance request: _To cashflow DHSEM grant funded Flood Recovery projects while awaiting reimbursement._

By signing below, I certify my understanding that cash advances are not the standard method of payment under DHSEM grants, and are unallowable without this form. I understand the state and federal requirement to minimize the time elapsing between my agency's receipt of grant funds and the expenditure of those funds.

I will provide, within 30 days of expenditure of these funds, a proof of payment and final invoice to DHSEM.

Applicant Agent Printed Name and Phone Number: _Tony Cavalier 303·823·6622 ext 17_

Applicant Agent Signature: _Tony Cavalier_   Date: _11/30/16_

*** for DHSEM Use Only ***

This request is: ■ **Approved**   ■ **Denied** (see comments below)

_____   _____
DHSEM Director   Date

Comments: