

## Contents

Introduction .....	2
Purpose of the New Schedule of Expenditures (SOE): .....	2
Schedule of Expenditures (SOE) .....	2
SOE Overview .....	2
Initial SOE.....	3
Grantee Tasks to Prepare the New SOE for the First Invoice on a Contract.....	5
Entering Amounts Requested for the Current Invoice .....	7
Subsequent SOE's.....	8
Preparing Subsequent SOEs .....	8
Final SOE - Final invoice can be prepared two ways:.....	10
Contract Funds Spent In Full .....	10
Contract Period Timed Out .....	11

# Introduction

Purpose of the New Schedule of Expenditures (SOE):

- Provide agencies with clarity about what TDOT wants to see on an SOE.
- Help TDOT staff process invoices and reimburse agencies expeditiously.
- Reduce requests from TDOT for follow-up information.
- Help both TDOT and transit agencies with rounding errors.
- Transit agencies will only enter information into the green cells.

## Schedule of Expenditures (SOE)

### ***SOE Overview***

- Concisely provides financial information required in each invoice under the terms of section C.5 of grant the contract:
- Itemization of Reimbursement Requested for the Invoice Period. It must detail, at minimum, all the following:
  - The amount requested by Grant Budget line-item.
  - The amount reimbursed by Grant Budget line-item to date.
  - The total amount reimbursed under the Grant Contract to date.
  - The total amount requested (all line-items) for the Invoice Period.
- Developed in coordination with TDOT Finance Division, the SOE concisely provides much of the information contractually required to be submitted with each invoice.
- The SOE tracks expenditures relative to contract maximums by category over the life of the contract.
- Because TDOT Multimodal staff are not permitted to alter a transit agency's submitted SOE, errors necessitate returning to the Grantee for correction.
- Starting Fall 2023, TDOT will distribute a partially completed SOE Excel spreadsheet to Grantees along with each executed contract. TDOT Program Managers will have already populated certain fields and protected them. The new SOE also includes macros that enable the Grantee to quickly convert the most recent invoice for a contract to an SOE ready for input of the current amounts to be invoiced, updating the amount billed to date and the amount remaining for each line item.

## Initial SOE

TDOT Program Managers will enter the following into the SOE prior to sending a contract-specific SOE to the Grantee:

- most of the SOE header information,
- the budget amount for each major expenditure category (Project Administration, RTAP, Planning, Capital, and Operating).
- the federal/state/local share percentages for each category of expenditures; and
- list of capital items in the contract, including the FTA Activity Line Item (ALI) number if appropriate.

Figure 1. SOE Header Information

TDOT will pre-fill all information in the SOE header except the fields shaded in green.

Schedule Of Expenditures			
<b>Grantor Agency</b>	TDOT - Multimodal	<b>Invoice Number</b>	Z-22-5311-05-01
<b>Grantee Name</b>	Mid-Cumberland Human Resource Agency	<b>Invoice Period</b>	07/01/2023-7/31/2023
<b>Grantee Edison ID</b>	1101 Kermit Dr	<b>Contract Period</b>	07/01/2023-06/30/2024
<b>Grantee Address</b>	Suite 300	<b>F&amp;A Contract Number</b>	Z23531105
<b>City, State, Zip</b>	Nashville TN 37217	<b>Program</b>	5311
<b>Contact Person/Telephone</b>	Terry Dixon/615-850-3902	<b>FTA Grant Number</b>	TN2023020
<b>State Funds Only Contract?</b>	NO	<b>State Project Number</b>	985311S3560

Table 1. SOE Header Information

Header Data Field	Instructions
Grantor Agency	TDOT – Multimodal – TDOT will complete
Grantee Name	Agency name – TDOT will complete
Grantee Edison ID	Edison ID that is unique to the Grantee and found on the cover page of the grant contract. – TDOT will complete
Grantee Address, City, State, Zip	Agency address. This needs to be entered exactly as the address is shown in Edison. If an agency needs to change their address, contact Edison Supplier Maintenance – TDOT will complete
F&A Contract Number	Nine (9) characters, typically starting with a “Z” or “G.” Examples: GG2273106 or Z22531102 – TDOT will complete
State Project Number	Eleven (11) characters, starting with the two-digit code for the county or counties in which the project is located. Example: 985311S3312 – TDOT will complete
Invoice Number	[CONTRACT_NUMBER]-#. The invoice number is the state contract number followed by a dash and a number indicating where the invoice falls relative to other invoices against that contract number, Example the first three invoices against contract number GG2273106 will be GG2273106-01, GG2273106-02, and GG2273106-03. – Transit Agency will complete
Invoice Period	The invoice period is the period in which most of the expenses were paid by the agency. Typically, this is a month. This does not mean that every expense included in the invoice must fall within this period. – Transit Agency will complete
Contract Period	[BEGIN_MONTH/DAY/YEAR] to [END_MONTH/DAY/YEAR] – TDOT will complete
Contact Person/Phone	Person responsible for the invoice that can be contacted if TDOT has questions or needs additional documentation. – Transit Agency will complete
Program	Name of the federal or state program under which the contract is issued (e.g., 5311, 5307, UROP, IMPROVE Act). For IMPROVE grants, please include the award year of the grant (e.g., IMPV-2022). – TDOT will complete
FTA Grant Number	For contracts that include federal funds, include the FTA grant number. Recent projects have an FTA grant number similar to TN2022019. Older FTA grants may have a number with an “X” in the middle, such as TN18X033. – TDOT will complete

State-match only contract?	Yes/No. Answer "Yes" if the contract only includes state funds provided as match to an FTA grant for which the transit agency is a direct recipient. An urban agency that receives 5307 funds directly from FTA would receive a state-match-only contract for state match. That agency would answer "Yes" to this question on invoices for that state match contract. – TDOT will complete
----------------------------	--

### Grantee Tasks to Prepare the New SOE for the First Invoice on a Contract

- Check the header information entered by the TDOT Program Monitor.
- Complete the green fields in the SOE header.
  - Enter the name and phone number of the contact person.
  - Enter the invoice number.
  - Enter the invoice period. The invoice period is the date range that applies to most of the expenditures included on the invoice. It is not a problem if there are specific expenses that fall outside that range as long as they are within the contract term.
- Click the "Switch to Capital Sheet" button to the right of the SOE form (Figure 2) if there are capital ALI that need to be inputted.

Figure 2. Location of the "Switch to Capital Sheet" Button

Schedule Of Expenditures					
Grantor Agency	TDOT - Multimodal	Invoice Number	Z-22-5311-05-01	<div style="border: 1px solid red; border-radius: 50%; padding: 5px; display: inline-block;">Switch to Capital Sheet</div>  <div style="border: 1px solid gray; border-radius: 5px; padding: 5px; display: inline-block; margin-top: 20px;">Prepare for Next SOE</div>	
Grantee Name	Md-Cumberland Human Resource Agency	Invoice Period	07/01/2023-7/31/2023		
Grantee Edison ID	1101 Kermit Dr	Contract Period	07/01/2023-06/30/2024		
Grantee Address	Suite 300	F&A Contract Number	Z23531105		
City, State, Zip	Nashville TN 37217	Program	5311		
Contact Person/Telephone	Terry Dixon/615-850-3902	FTA Grant Number	TN2023020		
State Funds Only Contract?	NO	State Project Number	985311S3560		
Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)		

- Before the Grantee enters budget amounts for sub-categories, the cell showing the budget amount for each capital item will appear in red (**Error! Not a valid bookmark self-reference**.Figure 6).

Figure 3. Capital Sheet Prior to Entry of Budget Amounts by the Grantee

Cost Categories		Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Capital</b>						
ALI	ALI Description					
11.13.04	Buy Expansion - Capital Bus - <30					
<b>Total Capital</b>						
	<b>Eligible Total Capital</b>	\$ -	\$ -	\$ -	\$ 84,000.00	\$ 84,000.00
	<b>Total Federal Requested</b>	\$ -	\$ -	\$ -	\$ 71,400.00	\$ 71,400.00
	<b>Total State Requested</b>	\$ -	\$ -	\$ -	\$ 6,300.00	\$ 6,300.00

- Enter the budget amount for each capital item in the green field under Contract Budget (4), as shown in Figure 4.

Figure 4. Capital Sheet After Entry of Budget Amounts by the Grantee

Cost Categories		Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Capital</b>						
ALI	ALI Description					
11.13.04	Buy Expansion - Capital Bus - <30					
		Capital 01				
		Total Capital		\$ -	\$ 84,000.00	\$ 84,000.00
		Eligible Total Capital	\$ -	\$ -	\$ 84,000.00	\$ 84,000.00
		Total Federal Requested	\$ -	\$ -	\$ 71,400.00	\$ 71,400.00
		Total State Requested	\$ -	\$ -	\$ 6,300.00	\$ 6,300.00

- Click the "Switch to SOE" button to the right of the SOE form (Figure 5).

Figure 5. Location of the "Switch to SOE" Button on the Capital Sheet

Capital Expenses						
Grantor Agency	TDOT - Multimodal	Invoice Number	Z-22-5311-05-01			Switch to SOE
Grantee Name	Mid-Cumberland Human Resource Agency	Invoice Period	07/01/2023-7/31/2023			
Grantee Edison ID	1101 Kermit Dr	Contract Period	07/01/2023-06/30/2024			
Grantee Address	Suite 300	F&A Contract Number	223531105			
City, State, Zip	Nashville TN 37217	Program	5311			
Contact Person/Telephone	Terry Dixon/615-850-3902	FTA Grant Number	TN2023020			
State Funds Only Contract?	NO	State Project Number	985311S3560			

- Once the Grantee is back on the SOE form, for each major category of expenditures, complete the budget for each of the subcategories by entering amounts in the green fields under Contract Budget (4).
  - Before the Grantee enters budget amounts for sub-categories, the cell showing the total budget amount for the category will appear in red (Figure 6).

Figure 6. New SOE's Project Administration Category Prior to Entering Budgets for Sub-Categories

Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Project Administration</b>					
Salaries & Wages	-	-	-		-
Fringe Benefits	-	-	-		-
Travel & Training	-	-	-		-
Rent & Utilities	-	-	-		-
Communications	-	-	-		-
Supplies & Printing	-	-	-		-
Insurance	-	-	-		-
Other Direct Costs	-	-	-		-
Indirect Cost	-	-	-		-
Total Project Administration	\$ -	\$ -	\$ -	\$ -	\$ -
Eligible Total Proj Admin	\$ -	\$ -	\$ -	\$ 395,980.00	\$ 395,980.00
Total Federal Requested	\$ -	\$ -	\$ -	\$ 316,784.00	\$ 316,784.00
Total State Requested	\$ -	\$ -	\$ -	\$ 39,598.00	\$ 39,598.00

- When the sum of the sub-categories equals the total for that category, the cell showing the category total will no longer be red (Figure 7).
  - The SOE template is now ready to be used for the first invoice.
  - After the first invoice, the Grantee will be able to update amounts in the Excel spreadsheet for the following invoice using the macros embedded by TDOT. More information is provided below.

Figure 7. New SOE's Project Administration Category After Entering Budgets for Sub-Categories

Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Project Administration</b>					
Salaries & Wages	-	-	-	54,000.00	54,000.00
Fringe Benefits	-	-	-	25,000.00	25,000.00
Travel & Training	-	-	-	1,000.00	1,000.00
Rent & Utilities	-	-	-	6,000.00	6,000.00
Communications	-	-	-	1,500.00	1,500.00
Supplies & Printing	-	-	-	1,000.00	1,000.00
Insurance	-	-	-	170,000.00	170,000.00
Other Direct Costs	-	-	-	14,480.00	14,480.00
Indirect Cost	-	-	-	123,000.00	123,000.00
<b>Total Project Administration</b>	\$ -	\$ -	\$ -	\$ 395,980.00	\$ 395,980.00
<b>Eligible Total Proj Admin</b>	\$ -	\$ -	\$ -	\$ 395,980.00	\$ 395,980.00
<b>Total Federal Requested</b>	\$ -	\$ -	\$ -	\$ 316,784.00	\$ 316,784.00
<b>Total State Requested</b>	\$ -	\$ -	\$ -	\$ 39,598.00	\$ 39,598.00

### Entering Amounts Requested for the Current Invoice

- Enter the amounts to be billed on the current invoice in the green cells under the column "Amounts Due this Invoice (1)."
  - It is not necessary for the Grantee to round down. The SOE spreadsheet will do this automatically when calculating the amount to be reimbursed. Note the rounded amounts in Eligible Project Admin., Total Federal Requested, and Total State Requested in Figure 8, below.
  - If amounts exceed the remaining available budget for a sub-category, there will not be an error, but the remaining budget for that sub-category will appear as a negative number. Note that in Figure 8, below, the budget for Travel & Training was exceeded and shows as a negative number in the Remaining Budget column.
  - At the category level, the amount for reimbursement will not exceed the budget amount for the category, even if sub-categories have all been overdrawn.

Figure 8. Amounts Due This Invoice Entered into New SOE

Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Project Administration</b>					
Salaries & Wages	6,251.47	-	6,251.47	54,000.00	47,748.53
Fringe Benefits	20,045.38	-	20,045.38	25,000.00	4,954.62
Travel & Training	3,000.00	-	3,000.00	1,000.00	(2,000.00)
Rent & Utilities	1,032.89	-	1,032.89	6,000.00	4,967.11
Communications	200.14	-	200.14	1,500.00	1,299.86
Supplies & Printing	100.65	-	100.65	1,000.00	899.35
Insurance	31,056.72	-	31,056.72	170,000.00	138,943.28
Other Direct Costs	1,357.96	-	1,357.96	14,480.00	13,122.04
Indirect Cost	4,985.62	-	4,985.62	123,000.00	118,014.38
<b>Total Project Administration</b>	<b>\$ 68,030.83</b>	<b>\$ -</b>	<b>\$ 68,030.83</b>	<b>\$ 395,980.00</b>	<b>\$ 327,949.17</b>
<b>Eligible Total Proj Admin</b>	<b>\$ 68,030.00</b>	<b>\$ -</b>	<b>\$ 68,030.00</b>	<b>\$ 395,980.00</b>	<b>\$ 327,950.00</b>
<b>Total Federal Requested</b>	<b>\$ 54,424.00</b>	<b>\$ -</b>	<b>\$ 54,424.00</b>	<b>\$ 316,784.00</b>	<b>\$ 262,360.00</b>
<b>Total State Requested</b>	<b>\$ 6,803.00</b>	<b>\$ -</b>	<b>\$ 6,803.00</b>	<b>\$ 39,598.00</b>	<b>\$ 32,795.00</b>

- Save the invoice.
- Print the SOE as a PDF and sign for submission to TDOT with the invoice package. Note: If Capital categories exceed the six available spaces on the SOE, then you will need to print the Capital Sheet to PDF and attach it to the invoice. This will ensure all Capital categories are shown on the submitted invoice.

## Subsequent SOE's

### Preparing Subsequent SOEs

- Open the most recently submitted SOE for the contract to be invoiced and save it with the name for the current invoice. A copy of the previous period's SOE should be retained for the Grantee's records.
- Click the "Prepare for Next SOE" button to the right of the SOE form (Figure 9).

Figure 9. Location of the "Prepare for Next SOE" Button

Schedule Of Expenditures					
Grantor Agency	TDOT - Multimodal			Invoice Number	Z-22-5311-05-01
Grantee Name	Mid-Cumberland Human Resource Agency			Invoice Period	07/01/2023-7/31/2023
Grantee Edison ID	1101 Kermit Dr			Contract Period	07/01/2023-06/30/2024
Grantee Address	Suite 300			F&A Contract Number	Z23531105
City, State, Zip	Nashville TN 37217			Program	5311
Contact Person/Telephone	Terry Dixon/615-850-3902			FTA Grant Number	TN2023020
State Funds Only Contract?	NO			State Project Number	985311S3560
Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)

Switch to Capital Sheet

**Prepare for Next SOE**

- A warning appears after clicking "Prepare for Next SOE" to make sure the Grantee has saved the previous SOE. If the previous invoice has been retained under a different filename, click "Yes" to proceed.



Figure 10. Confirmation that the Previous SOE Has Been Saved

The previous period SOE has been saved prior to preparation for next period?

Every schedule of expenditures (SOE) for each reimbursement request should be saved and retained prior to preparing the invoice for next period. For example, if this is the fourth invoice, this invoice and the prior three should be saved. Once the fourth invoice has been saved, a new copy should be created and then the copy can be prepared for the fifth invoice.

Has the SOE been saved for the previous period and is now ready to prepare to start the next period SOE? If yes, press the "Yes" button below. If no, press the "No" button below, make a copy of the current SOE for next period and then use that copy to prepare an SOE for the next period.

- The fields under Amount Previously Invoiced (2), Cumulative Expenditures (1+2=3), and Remaining Budget (4-3=5) are updated to include the amounts from the prior invoice. Compare these fields in Figure 8 with the amounts in Figure 11.

Figure 11. SOE After Carrying Prior Invoice Data Forward

Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Project Administration</b>					
Salaries & Wages	-	6,251.47	6,251.47	54,000.00	47,748.53
Fringe Benefits	-	20,045.38	20,045.38	25,000.00	4,954.62
Travel & Training	-	3,000.00	3,000.00	1,000.00	(2,000.00)
Rent & Utilities	-	1,032.89	1,032.89	6,000.00	4,967.11
Communications	-	200.14	200.14	1,500.00	1,299.86
Supplies & Printing	-	100.65	100.65	1,000.00	899.35
Insurance	-	31,056.72	31,056.72	170,000.00	138,943.28
Other Direct Costs	-	1,357.96	1,357.96	14,480.00	13,122.04
Indirect Cost	-	4,985.62	4,985.62	123,000.00	118,014.38
<b>Total Project Administration</b>	\$ -	\$ 68,030.83	\$ 68,030.83	\$ 395,980.00	\$ 327,949.17
<b>Eligible Total Proj Admin</b>	\$ -	\$ 68,030.00	\$ 68,030.00	\$ 395,980.00	\$ 327,950.00
<b>Total Federal Requested</b>	\$ -	\$ 54,424.00	\$ 54,424.00	\$ 316,784.00	\$ 262,360.00
<b>Total State Requested</b>	\$ -	\$ 6,803.00	\$ 6,803.00	\$ 39,598.00	\$ 32,795.00

- Confirm that these amounts match the Grantee's own records.
- Having carried forward data from the prior invoice, the Grantee is ready to enter the amount to be invoiced in the current invoice. Repeat the steps described above in the section entitled "Entering Amounts Requested for the Current Invoice."

**Final SOE - Final invoice can be prepared two ways:**

**Contract Funds Spent In Full**

- When contract funds have been spent in full within the contract period timeframe.
- Macro will indicate that SOE should be final invoice as indicated by red "FINAL INVOICE" at top of header, figure 12.
- Save the invoice.
- Print the SOE as a PDF and sign for submission to TDOT with the invoice package.

Figure 12. Final Invoice When Contract Funds Have Been Spent in Full

Schedule Of Expenditures					
Cost Categories	Amount Due This Invoice (1)	Amount Previously Invoiced (2)	Cumulative Expenditures (1+2=3)	Contract Budget (4)	Remaining Budget (4-3=5)
<b>Project Administration</b>					
Salaries & Wages	75,498.23	25,803.00	101,301.23	80,000.00	(21,301.23)
Fringe Benefits	14,563.25	7,949.35	22,512.60	20,000.00	(2,512.60)
Travel & Training	-	-	-	-	-
Rent & Utilities	-	-	-	-	-
Communications	-	-	-	-	-
Supplies & Printing	-	-	-	-	-
Insurance	-	-	-	-	-
Other Direct Costs	-	-	-	-	-
Indirect Cost	-	-	-	-	-
<b>Total Project Administration</b>	<b>\$ 90,061.48</b>	<b>\$ 33,752.35</b>	<b>\$ 123,813.83</b>	<b>\$ 100,000.00</b>	<b>\$ (23,813.83)</b>
<b>Eligible Total Proj Admin</b>	<b>\$ 90,061.48</b>	<b>\$ 33,752.35</b>	<b>\$ 123,813.83</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>
<b>Total Federal Requested</b>	<b>\$ 53,000.00</b>	<b>\$ 27,000.00</b>	<b>\$ 80,000.00</b>	<b>\$ 80,000.00</b>	<b>\$ -</b>
<b>Total State Requested</b>	<b>\$ 6,625.00</b>	<b>\$ 3,375.00</b>	<b>\$ 10,000.00</b>	<b>\$ 10,000.00</b>	<b>\$ -</b>
<b>RTAP</b>					
<b>Total RTAP</b>	<b>-</b>	<b>15,001.00</b>	<b>15,001.00</b>	<b>15,000.00</b>	<b>(1.00)</b>
<b>Eligible Total RTAP</b>	<b>\$ -</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ -</b>
<b>Total Federal Requested</b>	<b>\$ -</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ 15,000.00</b>	<b>\$ -</b>
<b>Planning</b>					
<b>Total Planning</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Eligible Total Planning</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Federal Requested</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total State Requested</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Capital</b>					
11.7L Mobility Management	26,489.20	50,093.03	76,582.23	75,000.00	(1,582.23)

  

Grantor Agency	TDOT - Multimodal	Invoice Number	ZXXXXXXXXX-03
Grantee Name	TEST	Invoice Period	7/1/2023 - 7/31/2023
Grantee Edison ID	XXXXXXXX	Contract Period	7/1/2023 - 8/30/2023
Grantee Address	123 Street	F&A Contract Number	ZXXXXXXXXX
City, State, Zip	Town, State XXXXX	Program	TEST
Contact Person/Telephone	Person McAgency / XXX-XXX-XXXX	FTA Grant Number	TN202XXXX
State Funds Only Contract?	NO	State Project Number	98TESTX53XXX

### Contract Period Timed Out

- If all funds have not been spent down, but the contract has reached its term dates, then the “Final Invoice Override” will be utilized, figure 13.
- Toggle the “Final Invoice Override” from “NO” to “YES”. This will inform the SOE that this invoice is to be the final and the red “FINAL INVOICE” notification will appear as shown in figure 12.
- Save the Invoice
- Print the SOE as a PDF and sign for submission to TDOT with the invoice package.

Figure 13. Final Invoice Override

<b>Program Income</b>	-	-	-	-	-
<b>Sub-Total</b>	\$ 400.00	\$ 6,076.56	\$ 6,476.56	\$ -	\$ (6,476.56)
<b>Total Operating</b>	\$ 86,883.73	\$ 240,780.27	\$ 327,664.00	\$ 325,000.00	\$ (2,664.00)
<b>Eligible Total Operating</b>	\$ 84,221.00	\$ 240,779.00	\$ 325,000.00	\$ 325,000.00	\$ -
<b>Total Federal Requested</b>	\$ 4,611.00	\$ 120,389.00	\$ 125,000.00	\$ 125,000.00	\$ -
<b>Total State Requested</b>	\$ 58,556.00	\$ 60,194.00	\$ 118,750.00	\$ 118,750.00	\$ -
<b>Grand Total RTAP Requested</b>	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
<b>Grand Total Federal Requested</b>	\$ 91,548.00	\$ 245,449.00	\$ 336,997.00	\$ 337,000.00	\$ 3.00
<b>Grand Total State Requested</b>	\$ 69,422.00	\$ 75,826.00	\$ 145,248.00	\$ 145,250.00	\$ 2.00
<b>Grand Total</b>	\$ 160,970.00	\$ 336,275.00	\$ 497,245.00	\$ 497,250.00	\$ 5.00
	+ Amount Due this Invoice	+ Amounts Previously Invoiced	= Cumulative Expenditures	Final Invoice Override?	YES
I certify to the best of my knowledge and belief that the data above are correct and that all expenditures were made in accordance with the contract conditions and that payment is due and has not been previously requested.					
Grantee Authorized Signature				Multimodal Recommendation Payment Authorization	
Title				Title	