



**DTE ENERGY FOUNDATION TREE PLANTING GRANT PROGRAM
GRANTEE'S FINANCIAL REPORT**



This information required under authority of Part 5 of Act 451, P.A. 1994, as amended to verify information and report progress on the DTE Energy Foundation Tree Planting Grant Program.

Grant No.:

	CASH CONTRIBUTIONS ¹		IN-KIND SERVICES ² (IN DOLLARS)	TOTAL
	Grant Funds (DTE Energy Foundation)	Grantee's Match (Local)		
Personnel				
Fringes				
Volunteer				
Trees				
Equipment				
Supplies				
Other				
Contractual Services				
TOTAL				

¹ Cash contributions: Cash expended to complete the grant must be documented with copies of paid salary stubs, receipts or invoices.

² In-kind support: Expense/value provided to complete the grant must be documented by minimum of signed/dated letterhead explaining how expense/value was calculated.

I certify that the above information is correct.

Grantee Representative Signature

Date

FOR GRANT REIMBURSEMENT, THE FOLLOWING DOCUMENTS MUST BE SUBMITTED:

- 1-2 Page Grant Narrative Summary. Summary should include project goals, methodology, actual accomplishments and outcomes, and impact on the community and natural resources (social, environmental, economic benefits). Also include key observations, successes and barriers or limitations to project completion.
- Signed DTE Energy Foundation Tree Planting Grant Program Tree Maintenance Agreement - (PR 4167-4).
- Signed DTE Energy Foundation Tree Planting Grant Program Tree Inventory - (PR 4167-5).
- Signed DTE Energy Foundation Tree Planting Grant Program Grantee's Financial Report - (PR 4167-2).
- DTE Energy Foundation Tree Planting Grant Program Volunteer Time Record (if applicable) - (PR 4167-3).
- Request for Taxpayer Identification Number and Certification (if applicable) - (Form W-9).
- Copies of invoices, vouchers, receipts that support expenditures on this project.

**RETURN COMPLETED REPORT(S) TO: DTE ENERGY FOUNDATION TREE PLANTING GRANT PROGRAM
FOREST, MINERAL AND FIRE MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30452
LANSING MI 48909-7952**