



## 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 <sup>1</sup>		IN-KIND SERVICES <sup>2</sup> (IN DOLLARS)	TOTAL
	Reimbursed Grant Funds (DTE Energy Foundation)	Grantee's Match (Local)		
Personnel				
Fringes				
Volunteer				
Trees				
Equipment				
Supplies				
Other				
Contractual Services				
<b>TOTAL</b>				

<sup>1</sup> Cash contributions: Cash expended to complete the grant must be documented with copies of paid receipts, invoices, and/or salary reports.

<sup>2</sup> 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 Name – <i>PLEASE PRINT</i>	Grantee Representative Signature	Date
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**FOR GRANT REIMBURSEMENT, THE FOLLOWING DOCUMENTS MUST BE SUBMITTED:**

- Project Narrative Summary (1pg. max): Include project goals, actual accomplishments and impact on the community. Also include key observations of successes, barriers or limitations to project completion.
- Copies of paid invoices, receipts etc. that document reimbursable expenditures and match on this project.
- Signed DTE Energy Foundation Tree Planting Grant Program Grantee's Financial Report - (PR 4167-2).
- 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).
- DTE Energy Foundation Tree Planting Grant Program Volunteer Time Record (*if applicable*) - (PR 4167-3).

Return completed report(s) to: **Email to: Kerry Gray at [grayk12@michigan.gov](mailto:grayk12@michigan.gov)**

**or**

**Mail: DTE ENERGY FOUNDATION TREE PLANTING GRANT PROGRAM  
MDNR - URBAN AND COMMUNITY FORESTRY PROGRAM  
PO BOX 30452  
LANSING MI 48909**