EXHIBIT A
REQUEST FOR WEDC PAYMENT

Award Number: CDI FY22-52970	Rep:	Recipient: City of Stoughton
FEIN # 39-6005622	Bill.com Payment Network ID (PNI): Attached	Request Number: 1
Program: Community Development Investment Grant		Award Type: Grant
Funding Period Covered by this Request From: 9/17/21 To 7/30/22		

PROJECT EXPENSES INCURRED/PAID DURING THIS PERIOD (see attachment)

Budget Code	Description Line Item	WEDC Funding This Period	+	Matching Funding This Period	=	Total This Period
0385	Renovations	$76,100.00		$228,571.00		$304,671.00
TOTAL:		$76,100.00		$228,571.00		$304,671.00

- o Check here if this is the Final Request for Payment. If there is a balance remaining on the Project it may be lapsed.

PAYMENT/PROJECT EXPENSE/MATCH DESCRIPTION - Reimbursement
Prior to the release of funds, the following requirements must be met (to be initialed by WEDC staff):

- Recipient creating a Bill.com account unless Recipient has an existing account with Bill.com. Instructions for creating a Bill.com account will be provided by WEDC under separate cover. Recipient shall provide their Payment Network ID to WEDC with each request for payment. _____

- The Recipient submitting to WEDC a summary report of the Eligible Project Costs incurred against both the CDI Funds and Matching Funds. The amount of Matching Funds incurred for any request must be in an amount pro rata with the amount incurred against the CDI Funds being requested._____

- If an Eligible Project Cost is more than Two Thousand Five Hundred Dollars ($2,500), the Recipient submitting to WEDC proof of payment documentation evidencing that the Eligible Project Cost incurred at the Project Location against the CDI Funds and the Matching Funds covered by the request have been paid. Proof of payment documentation may include the following: Receipt showing payment; Statement from the vendor showing the payment has been applied to a particular invoice; Subsequent invoices showing the first payment was applied; Copy of a cancelled check; Image of original check with check number, accompanied by a bank statement showing check number clearing; Credit card statement showing purchase amount and vendor which match the invoice; Bank statement showing wire or ACH purchase which match the invoice; Letter from vendor, on vendor letterhead, specifying the invoice number was paid; or, Lien waivers for construction including the dollar amount which matches the invoice or invoice totals. _____

- If an Eligible Project Cost is less than Two Thousand Five Hundred Dollars ($2,500), the Recipient submitting to WEDC documentation evidencing that the Eligible Project Cost incurred at the Project Location against the CDI Funds and the Matching Funds covered by the request have been purchased or will be purchased through an invoice, receipt, registration form, or other third-party documentation that contains the following information: Vendor name and contact information; Description of the item(s) purchased; Cost of purchase; and, Date of purchase (invoice date or date received, not date ordered unless it is the same). _____

- The Recipient being in compliance with this Agreement, and with any other agreements by and between the Recipient and WEDC. _____

- The Recipient requesting all CDI Funds no later than April 30, 2023. _____

I hereby certify that the expenses reported on this form are in accordance with the terms of the Agreement and that complete and accurate records are being kept to substantiate such expenses.

Authorized Recipient Signature | **Date** 8/17/2022

WEDC Division VP or Designee | Date

WEDC Servicing | Date

WEDC Controller or Finance Department | Date

Retain a copy of the completed form for your records and email a copy of the original and documentation to: disbursements@wedc.org. The hard copy may be required to be sent upon request.