



CITY OF MADISON, INDIANA
P.A.C.E. Preservation & Community
Enhancement Grant Program

FINAL REPORT

FINAL REPORT CHECKLIST

All items on the checklist are required to submit your Final Report. Incomplete reports will not receive their disbursement of funds.

- _____ **Part A: Introduction**
- _____ **Part B: Description of the Project** (Should include which items have been completed)
 - _____ **Attachment: Photographs of the Property**
- _____ **Part C: Financial Elements**
 - _____ **Detailed Project Budget** (Should list cost of purchased materials and labor costs)
 - _____ **Attachment: Copies of Invoices and Receipts for the project**

Part A: Introduction

Applicant's Name _____

Mailing Address _____

Project Overview:

Property Physical Address _____, Madison, IN 47250

Total Cost of Project: _____ Amount of Grant Requested: _____

I certify that the project was completed and that all required documents are included in my final report packet.

Applicant(s) Signature

Date

RETURN COMPLETE APPLICATION TO:
City of Madison, Office of Planning and Preservation
101 W. Main Street, Madison, IN 47250

For Staff use:

Process/Step	Date	Staff Initial
Complete final report received by the office		
Final inspection completed by the office		



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PART C: FINANCIAL ELEMENTS
DETAILED PROJECT BUDGET WORKSHEET

List all major tasks completed of the proposed Project and cost of each. The P.A.C.E. Grant Program funds materials and labor. Please separate materials from labor.

Task #	Description of Work and/or Material Please Reference Appropriate Quote (Must be attached)	Total Task Cost
	SAMPLE: Lumber and supplies from Lowe's	\$1,076
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
	Totals	

Additional supporting information is attached.