



REQUEST FOR PAYMENT

Payment procedure: This form must be used to request payment of your grant award. You may request only as much of your grant as you plan to expend within a 60-day period. You may need to use more than one Request for Payment form during your grant agreement period. Please use one of them every time you seek an additional payment of grant funds.

Payment of the final 10% of the grant amount will be awarded upon receipt of a completed South Dakota Arts Council **Grant Evaluation Form** and **Request for Payment Form** at the end of the project period. Failure to submit an **Evaluation Form** will jeopardize any future funding from the South Dakota Arts Council. An **Evaluation Form** is included with the other materials available online at <http://www.artscouncil.sd.gov/grants/manage.aspx>.

Grant Recipient

Name of Organization

Mailing Address

Street Address

City

State

Zip Code

Contact Person (Printed Name)

Email

Phone

Grant Type (Check only one):

Grants to Individuals

Artist Career Development Grant
Artist Fellowship Grant
Artist Collaboration Grant
Artist Project Grant
Traditional Arts Apprenticeship Grant
Arts Educator Grant

Grants to Organizations

Project Grant
Arts Challenge Grant
Importation of Musicians Grant
SDAC Initiative Grant
Statewide Services Grant
Arts Opportunity Grant
Professional Development Grant
Technical Assistance Grant
Special Project

Total Grant Amount: \$

Funds Received to Date: \$

Amount Requested: \$

Balance Remaining: \$

Signature of Authorized Official

Printed Name of Authorized Official

Date

Approved by (Signature of SDAC Official)

Date