

IOWA DEPARTMENT OF CULTURAL AFFAIRS

BUDGET EXPENSE EXEMPTION FORM GREENLIGHT GRANT

Applicants to and grant recipients of the Greenlight Grant program must submit this budget expense exemption form to receive approval from the Iowa Department of Cultural Affairs to utilize any grant funds for goods or services acquired from vendors outside of Iowa. Decisions will be made at the sole discretion of the Iowa Department of Cultural Affairs and are not subject to appeal.

Grant applicants must complete and submit the form no later than 10 business days prior to the grant deadline to receive decisions in time for submission with the grant application.

Grant recipients must complete and submit the form for budget expenses that were not approved with the original grant application and must allow a minimum of 10 business days for department decision(s).

A separate form must be submitted for each expense for which approval is requested. Forms must be submitted via email to Arts, Film, and Media Coordinator EJ Philby Burton at ej.philbyburton@iowa.gov.

Grant Applicant or Recipient Name:	
Project Title:	
Grant Number (for grant recipients only):	

Expense Description:	
Proposed Vendor Name:	
Vendor Location (City, State):	
Expense Amount (\$):	
Rationale for necessity to purchase from vendor outside of Iowa:	

Department Approval and Signature

This budget expense exemption request is:

Approved

Denied

Signature of Department Representative:		Date:	
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