

Important Grant Payment Dates/Processes

Program Operations Funding FY2017-18

Grant Start Date: July 1, 2017

Please note: Failure to submit complete contracting requirements may result in delayed grant payments.



For Agencies receiving funds from Ann Arbor Area Community Foundation:

All AAACF grants will be paid via mailed check in full within two weeks of receiving signed contract.

Questions? Contact Katie Van Dusen, kvandusen@aaacf.org.

For Agencies receiving funds from United Way of Washtenaw County:

All UWWC grants will be paid on a monthly distribution cycle (typically on or around the first of each month) via direct deposit. Questions? Contact Amanda Reel, areel@uwwashtenaw.org.

For Agencies receiving funds from Saint Joseph Mercy Hospital Ann Arbor:

All SJMHAA grants will be paid via mailed check in full no later than August 2017. Questions? Contact Elisabeth Vanderpool, elisabeth.vanderpool@stjoeshealth.org.

For Agencies receiving funds through the Washtenaw County Office of Community & Economic Development*:

An invoice must be submitted to trigger the disbursement of each advance and must include a request for 25% of the total grant in writing on the agency's letterhead using the OCED-specific format. Expenditure reports are also required. See timeline below. Questions? Contact Moonson Eninsche, eninschem@ewashtenaw.org.

OCED Grant Payment Timeline	
<i>Action</i>	<i>Due Date</i>
FY 2017-18 Grant Start Date	July 1, 2017
Initial 25% Advance	Upon contract execution & receipt of first invoice
First Expenditure Report Due	No later than October 31, 2017
Second 25% Advance	Upon submission of second invoice and approval of first expenditure Report
Semi-Annual Program Report Due	January 31, 2018
Second Expenditure Report Due	No later than January 31, 2018
Third 25% Advance	Upon submission of third invoice and approval of second expenditure report and semi-annual program report
Third Expenditure Report Due	No later than April 30, 2018
Fourth 25% Advance	Upon submission fourth invoice and approval of third expenditure report
Year-end Program Report AND Final Expenditure Report Due	July 31, 2018

* For those agencies receiving CSBG funding, Coordinated Funding staff will email separate instructions for invoicing.