**HAZARD MITIGATION ASSISTANCE PROGRAM**

**PRE-AWARD COST REQUEST FORM**

To request Pre-Award Costs, please complete this form and submit with your project application. All ELIGIBLE pre-award costs are subject to an approved grant award and availability of funding. If funding is not available or the project is not approved, pre-award costs will NOT be reimbursed and will be the sole responsibility of the applicant. If your project is approved and pre-award costs are eligible, the cost share for the reimbursement of these activities is up to a 75/25 split.

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| **Disaster:** |  |
| **Applicant:** |  |
| **Project Title:** |  |

**Start Date for Pre-Award Activities:**

*Pre-award costs associated with this request incurred prior to the date of declaration are NOT eligible. These costs include: study or research to plan project, engineering, modeling, permitting or environmental study.* ***These costs must be reflected as a line item in the project budget.*** *Construction costs should NOT be included. Construction activities may NOT begin until after a contract has been fully executed with the State for this project.*

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| **Activity** | **Estimated Cost** | **Estimated Start Date** |
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**Point of Contact Information:**

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| --- | --- | --- | --- |
| **Name:** |  | **Title:** |  |
| **Agency:** |  | | |
| **Address:** |  | | |
| **Phone:** |  | **Email:** |  |

**Authorizing Agent:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** |  | **Title:** |  |
| **Signature:** |  | **Date:** |  |