

TreeVitalize Watersheds 2019 Request for Reimbursement Completion Checklist

- Project Expense Reimbursement Form
- Cover letter from applicant organization
- Copies of receipts for all expenses
- Staff time sheets
- Volunteer Log Sheets
- Completed PA Stream ReLeaf Form (must be submitted online as well)
- Updated Operation, Maintenance and Repair Plan if changed
- Before and After Pictures of Project
- Site Location Map in color

Please assemble documents in the above order.

