As part of the FY16 Planning Grant funds, each county within the Balance of State Continuum of Care will receive at least $1,000 to assist in three categories of system coordination costs:

* Capacity Building:
  + Staff time for any capacity building activity completed in support of system coordination
  + Mileage costs to/from any capacity building event
* Coordination:
  + Staff time for the coordination of any LPB meetings
  + Material costs for coordination of LPB meetings (excluding food)
  + Mileage costs to/from LPB meetings
* System Improvement:
  + Staff time for any work on system coordination improvement
  + Materials for system coordination improvement

**Fiduciary:** Click or tap here to enter text.

**County(s) Represented in Local Planning Body:** Click or tap here to enter text.

**Date Submitted:** Click or tap to enter a date.

**Please list the items reimbursed through the Local Planning Body System Coordination Funds and attach supporting staff time logs, mileage forms, and/or receipts.**

|  |  |
| --- | --- |
| **Expense Detail** | **Amount** |
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| **Total:** |  |

*Completed expense detail forms be returned to the Balance of State CoC Coordinator via email (*[*coordinator@miboscoc.com*](mailto:coordinator@miboscoc.com)*).*

*All documentation of expended funds must be submitted by December 31, 2018.*