As part of the FY19 Planning Grant funds, Local Planning Bodies (LPBs) within the Balance of State Continuum of Care can request reimbursement up to $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)
	+ Annual fees for web conferencing services (e.g. Zoom, Go To Meeting, etc)
* System Improvement:
	+ Staff time for any work on system coordination improvement
	+ Payment to persons with lived experience for participation in any local planning body activities
	+ Materials for system coordination improvement (brochures, hotline cards, etc)

**Fiduciary Name and Address:** 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 to be reimbursed through the LPB System Coordination Funds and attach supporting staff time logs, mileage forms, and/or receipts.**

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

***Completed expense detail forms be returned via email to the Balance of State CoC Coordinator (******coordinator@miboscoc.com******) and Balance of State CoC Treasurer (******treasurer@miboscoc.com******).***

***All documentation of expended funds must be submitted by June 1, 2021.***