

**NEW JERSEY STATE DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
**Green Acres Program**

**Development Payment Request Form**

**Payment Request #** \_\_\_\_\_

Instructions: The applicant may submit billing based either on accrued costs, or costs which will be incurred within thirty days. State funds advanced to the applicant must be disbursed within thirty days of the payment transfer date. If any funds are held by the applicant in excess of thirty days, the State will require interest payments at the current daily rate and may additionally require repayment of the advanced funds. Combined fees for engineering/supervision/inspection may not exceed 13% of construction costs. Incidental costs are limited to a maximum of two percent of the construction costs, or \$20,000 (whichever is less). All change orders must be reviewed and approved prior to implementation in order to ensure eligibility (please attach to this sheet).

**A. Identification:**

Applicant: \_\_\_\_\_ Project Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Location (Municipality/County): \_\_\_\_\_

**B. Amount Requested: \$** \_\_\_\_\_

Please justify this amount under "C. Listing of Expenditures," below.

**C. Listing of Expenditures:** (List expenditures not covered by previous payment requests).  
**MUST BE ATTACHED TO FORM**

	<u>Voucher #</u>	<u>Vendor</u>	<u>Description of Work Completed</u>	<u>Amount</u>	<u>Check #</u>	<u>Date</u>
ex.	1000	ABC Engineering	Site design	\$10,000	1234	5/05/22

**D. Certification:**

I hereby certify that this is an accurate representation of costs incurred or to be incurred in accordance with the Project Agreement, and Rules and Regulations, and that I am maintaining a true record of accounts with cancelled checks and vouchers in support of this payment request. It is the applicant's intent to disburse the monies advanced by the State within thirty days of the payment transfer date.

**Chief Fiscal Officer** (signed) \_\_\_\_\_ Date \_\_\_\_\_

(printed) \_\_\_\_\_