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2nd Half of Operation Support for expenditures between

**December 16, 2021 – May 15, 2022** are due no later than **05-20-22.**

**Agency Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agency PN/CN #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ HPNAP ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
OS Expenditures Categories:**

**Staff $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (W-2 forms, payroll stubs, cancelled paychecks)
Utilities $\_\_\_\_\_\_\_\_\_\_\_ (Paid Utility Bills, cancelled paid utility company checks)
Space/Rent $\_\_\_\_\_\_\_\_ (Paid cancelled rent/space checks)
Disposables $\_\_\_\_\_\_\_\_ (Paid Receipts for all HPNAP allowable disposable items)

Please fill-in your expenditure amount, attach all supporting documentation where applicable and send it to LI Cares via fax or US mail on or before the due date above. Thank You**

1st Half of Operation Support for expenditures between

**July 1, 2021 - December 15, 2021** are due no later than **12-20-2021.**

**Agency Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Agency PN/CN #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ HPNAP ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OS Expenditures Categories:
Staff $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (W-2 forms, payroll stubs, cancelled paychecks)
Utilities $\_\_\_\_\_\_\_\_\_\_\_ (Paid Utility Bills, cancelled paid utility company checks)
Space/Rent $\_\_\_\_\_\_\_\_ (Paid cancelled rent/space checks)
Disposables $\_\_\_\_\_\_\_\_ (Paid Receipts for all HPNAP allowable disposable items)

Please fill-in your expenditure amount, attach all supporting documentation where applicable and send it to LI Cares via fax or US mail on or before the due date above. Thank You**

HPNAP 2021-2022 Operation Support Grant Award Reporting Fax Coversheet and Reporting Form

klehn@licares.org or Fax To: 631-273-1375