

Charles D. Baker, Governor Karyn E. Polito, Lieutenant Governor Stephanie Pollack, Secretary & CEO Thomas J. Tinlin, Administrator



## MASSDOT PROCESS FOR COMPLETE STREETS FUNDING PROGRAM REIMBURSEMENT

To receive reimbursement for approved items and work tasks associated with the Ch 90I Complete Streets Funding Program, the City/Town submits the following forms to document expenditures for reimbursement. These forms apply to both Tier 2 Technical Assistance and Tier 3 Construction Project reimbursements. The following form is submitted with the Chapter 90 List of Materials HED-454 Form, and copies of invoices to your District State Aid Engineer.

The form **Reimbursement Request [562KB]**) and <u>List of Materials (454 Form) [121KB]</u> can be found at <u>https://www.massdot.state.ma.us/highway/DoingBusinessWithUs/LocalAidPrograms/Chapter90Progra</u>m/Chapter90Forms.aspx.

## CHAPTER 90 – REIMBURSEMENT REQUEST

Cit	y/Town:	Project:	
Project request was approved on		for \$	
at 1	00% Reimbursement Rate = \$		
1)	Attached are forms which document payment of approver for which we are requesting \$		
2)	The amount expended to date on this project is \$		
3)	Is this request for a FINAL payment on this project?	Yes No	
4)	Remarks:		

## **CERTIFICATION**

A. I hereby certify under penalties of perjury that the charges for labor, materials, equipment, and services itemized and summarized on the attached forms are true and correct, and were incurred on this project in conformance with the MassDOT Highway Division Policies and established Municipal Standards that were approved for this project.

(Signed)

(Municipal Highway Official Title)

(Date)

B. I/we certify under penalties of perjury that the items as listed or summarized on the attached forms were examined; that they are in conformity with our existing wage schedule, equipment rates, and all applicable statutes and regulations; that they are properly chargeable to the appropriation(s) designated for this work; and that Executive Order No. 195, dated April 27, 1981 and Chapter 11, Section 12 is acknowledged as applicable.

## **REVIEWED AND APPROVED FOR TRANSMITTAL**

ру		Signed:		
	(Accounting Officer's Title)			
	(Accounting Officer's Thic)			
			(Duly Authorized)	
DATE				