

REQUESTING ADVANCE PAYMENTS FOR REIMBURSEMENT REQUEST

WHEN CAN I ASK FOR ADVANCE PAYMENT?

- ▶ Must be able to demonstrate a financial need
- ▶ Do not have sufficient funds from other sources
- ▶ To cover expenses between Reimbursement Request cutoff in GME and project end date, especially for State reverting grants

HOW OFTEN CAN I REQUEST AN ADVANCE?



Once for the current month
and/or
Once for the following month

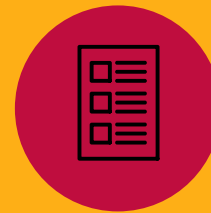
**Can I ask for
Advance payment
within a
Reimbursement
Request?**

YES

HOW DO I SUBMIT AN ADVANCE?



Justification
posted in the
Request page



Documentation
posted in Related
Documents