



# MEMORANDUM

4000 Gateway Centre Boulevard · Suite #100 ·  
Pinellas Park, FL 33782  
727.570.5151 · <http://www.tbrpc.org>

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TO: City of Clearwater, Samantha Moullet  
SUBJECT: FY 2022 Stormwater Education Project Funding  
DATE: September 28, 2021

Congratulations on receiving FY 2022 funding for stormwater outreach and education! Final funding amounts may differ from the amount originally requested. This letter will serve as official notification of your 2022 award in the amount not to exceed:

AMOUNT: \$ 9,100

PROJECT: Beach and Park Anti-Littering, Pro-Volunteering Truck Wraps

Projects can commence anytime after September 28, 2021 (Vender invoices can't be dated earlier than September 28, 2021).

**An Interim Progress Report will be due at the mid-point of the project year on March 1, 2022.** The report should document the status of the award and progress made thus far on the project.

Please submit the final invoice upon full completion of your project; interim payments are not allowed. A final invoice from your entity must be accompanied by a statement of completion, completed E-Verify form, receipts, and sample materials and relevant photographs. **The deadline for project completion and invoicing is September 30, 2022.** Reimbursement packets can be turned in at any point during the year.

Please note that your entity and any contractors used to complete this project must comply with requirements relating to the government mandated E-Verify system. **The responsible party within your entity must complete the attached E-Verify form and return it with the final invoice packet.** Please visit <https://www.e-verify.gov/> for more information regarding the U.S. E-Verify program.

Final materials will be shared online for public access, at [www.tbrpc.org/stormwaterfunding](http://www.tbrpc.org/stormwaterfunding). In addition, all funded applicants will be required to make a formal presentation of their project and the results it achieved to the Stormwater Public Education and Outreach Committee, the date of which will be determined with the Program Manager based on the project timeline.

The Interim Progress Report and final invoicing packet should be submitted via email to Alana Todd (727-570-5151 X40; [alana@tbrpc.org](mailto:alana@tbrpc.org)). Do not hesitate to reach out if you need further assistance or have any questions about the funding or billing processes.

We look forward to working with you on this exciting project.

Thank you.

Encl.: E-Verify form provided by FDOT