

**Commonwealth of Virginia
Department of Conservation and Recreation
Land and Water Conservation Fund (LWCF)
Drawdown Certification Form**

| | |
|--------------------------------------|---|
| LWCF Project Number: | 51-00465 |
| LWCF Federal Notice of Award Number: | P23AP02367 |
| Project Name: | Creekside Park Playground and Trail Development |
| LWCF Award Amount: | \$400,000.00 |
| Drawdown Request Number: | 2 |
| Reporting Period: | 7/1/24-9/30/24 |
| Total Amount Reimbursed to Date: | \$50,120.00 |
| Project Subgrantee/Sponsor: | Town of Creekside |
| Federal ID Number/EIN: | 54-600497 |
| Primary Contact Person: | Parker Redfox |
| Contact Person Email: | parkredfox@creekside.va.us |
| Remittance Payable to: | Attn: Parker Redfox |
| Remittance Mailing Address: | 600 E Main Street Creekside, VA 12345 |

Total of all drawdowns prior to this request

Drawdown Request Summary

| Current Expenditures, Donations, and Volunteer Labor Items <i>(must be approved LWCF budget items)</i> | Amount | Notes |
|--|----------------------|---------------------|
| Item 1: Playground surfacing installation | \$ 189,000.00 | |
| Item 2: Playground equipment | \$ 167,989.00 | |
| Item 3: Bench materials | \$ 2,689.62 | |
| Item 4: Volunteer labor to build and install benches | \$ 1,468.72 | 44 hours @ 33.38/hr |
| Item 5: | \$ 0.00 | |
| Item 6: | \$ 0.00 | |
| Item 7: | \$ 0.00 | |
| Total Cash Value: | \$ 359,678.62 | |
| Total Donated Value: | \$ 0.00 | |
| Total Volunteer Value: | \$ 1,468.72 | |
| Total Current Expenditures: | \$ 361,147.34 | |
| Recipient Share (50% of total plus donations and volunteer labor in excess of 50%): | \$ 180,573.67 | |
| Federal Share (NTE 50% of total): | \$ 180,573.67 | |
| Drawdown Amount Requested: | \$ 180,573.67 | |

Group expenses into lump sum items for this cover sheet.

I certify, to the best of knowledge and belief, the billed costs for this drawdown request are in accordance with the terms of the LWCF project agreement and that the drawdown represents the reimbursement share due, which has not been previously requested, and that an inspection has been performed and all work is in accordance with the terms of the grant. In addition, I certify compliance with applicable federal and state regulations including, but not limited to, the Cost Principles (Subpart E) 2 C.F.R., part 200 as well as other Federal, State and Local Laws and Regulations, Virginia SWaM requirements, the construction provisions for federal-aid projects as detailed in the National Park Service (NPS) LWCF Financial Assistance Manual (Volume 72).

| | |
|---------------------|----------------------|
| Signature: | <i>Parker Redfox</i> |
| Printed/Typed Name: | Parker Redfox |
| Date: | 10/30/2024 |

If using Adobe Sign or Digital Signature ID, it is recommended to first save an unsigned version of the form to allow for future revisions, if needed.

**LAND AND WATER CONSERVATION FUND (LWCF)
DATA SHEET SUMMARIZING INVOICES**

PROJECT NAME: Creekside Park Playground and Trail Development

PROJECT NO. 51-00465

DRAWDOWN NO. 2

| Invoice # | Invoice Date | Period Covered | Vendor Name | Item Description | Amount Paid | Payment Type | Check Number, Transaction Authorization Number, Trace Number |
|-----------|--------------|----------------|---------------------------|------------------------|-------------------|--------------|--|
| 101 | 7/31/24 | 7/1/24-7/31/24 | PR Construction, Inc. | Grading | 49,000.00 | Check | Check #2036 |
| 102 | 8/31/24 | 8/1/24-8/31/24 | PR Construction, Inc. | Surfacing Installation | 140,000.00 | Check | Check #2046 |
| 2016 | 7/31/24 | 7/31/24 | Creekside Play Structures | Playground Structure | 167,989.00 | ACH | Ref #12345679 |
| n/a | 9/1/24 | 9/1/24 | Creekside Hardware | Lumber, fasteners | 2,601.00 | Credit | Auth #987654 |
| n/a | 9/12/24 | 9/12/24 | Creekside Hardware | Additional fasteners | 68.62 | Credit | Auth #567891 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | Total | 359,678.62 | | |

Copies of invoices and proof of payments must accompany this log.

CERTIFICATION: I certify, to the best of knowledge and belief, the billed costs for this drawdown request are in accordance with the terms of the LWCF project agreement and that the drawdown represents the reimbursement share due, which has not been previously requested, and that an inspection has been performed and all work is in accordance with the terms of the grant. In addition, I certify compliance with applicable federal and state regulations including, but not limited to, the Cost Principles (Subpart E) 2 C.F.R., part 200 as well as other Federal, State and Local Laws and Regulations, Virginia SWaM requirements, the construction provisions for federal-aid projects as detailed in the National Park Service (NPS) LWCF Financial Assistance Manual (Volume 72).

Name: Parker Redfox

Signature: Parker Redfox Title: Town Manager Date: 10/30/24

Ask vendors to include a reference to the grant-funded project name on their invoices.

PR Construction, Inc.

INVOICE

123 Main Street
Creekside, VA 12345
Phone: 804-555-2345

INVOICE # 101
DATE: July 31, 2024
PERIOD: 7/1/24-7/31/24

TO:
Attn: Parker Redfox
Town of Creekside
600 E Main Street
Creekside, VA 12345

RE: CREEKSIDE PLAYGROUND

| QUANTITY | DESCRIPTION | UNIT PRICE | PREVIOUSLY BILLED | THIS PERIOD | DUE |
|----------|--------------------------------|------------|-------------------|---------------------|------------------|
| 1 | Mobilization & Site Prep | 15,000.00 | 6,000.00 | 9,000.00 | 9,000.00 |
| 1 | Grading | 40,000.00 | 0.00 | 40,000.00 | 40,000.00 |
| 1 | Aggregate Base | 40,000.00 | 0.00 | 0.00 | 0.00 |
| 1 | Poured-in-Place Rubber Surface | 100,000.00 | 0.00 | 0.00 | 0.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | SUBTOTAL | 49,000.00 |
| | | | | SALES TAX | |
| | | | | SHIPPING & HANDLING | |
| | | | | TOTAL DUE | 49,000.00 |

Payment due one month from date of invoice. Make all checks payable to PR Construction, Inc.

THANK YOU FOR YOUR BUSINESS!

Include copy of both front and back of cleared check to show proof that it was cashed/deposited.

Town of Creekside
600 E Main Street
Creekside, VA 12345

2036
Date 8/15/24

Pay to the Order PR Construction, Inc. \$ 49,000.00

forty-nine thousand & 00/100 Dollars

 Your bank info

for Invoice 101 *Parker Redfox*

⑆ Routing # ⑆ ⑈ Account# ⑈ 0123

Mobile Deposit

FOR DEPOSIT ONLY
PR CONSTRUCTION, INC

PR Construction, Inc.

INVOICE

123 Main Street
 Creekside, VA 12345
 Phone: 804-555-2345

INVOICE # 102
 DATE: August 31, 2024
 PERIOD: 8/1/24-8/31/24

TO:
 Attn: Parker Redfox
 Town of Creekside
 600 E Main Street
 Creekside, VA 12345

RE: CREEKSIDE PLAYGROUND

| QUANTITY | DESCRIPTION | UNIT PRICE | PREVIOUSLY BILLED | THIS PERIOD | DUE |
|----------|--------------------------------|------------|-------------------|---------------------|-------------------|
| 1 | Mobilization & Site Prep | 15,000.00 | 15,000.00 | 0.00 | 0.00 |
| 1 | Grading | 40,000.00 | 40,000.00 | 0.00 | 0.00 |
| 1 | Aggregate Base | 40,000.00 | 0.00 | 40,000.00 | 40,000.00 |
| 1 | Poured-in-Place Rubber Surface | 100,000.00 | 0.00 | 100,000.00 | 100,000.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | SUBTOTAL | 140,000.00 |
| | | | | SALES TAX | |
| | | | | SHIPPING & HANDLING | |
| | | | | TOTAL DUE | 140,000.00 |

Payment due one month from date of invoice. Make all checks payable to PR Construction, Inc.

THANK YOU FOR YOUR BUSINESS!

Town of Creekside
600 E Main Street
Creekside, VA 12345

2046

Date 9/15/24


Pay to the Order PR Construction, Inc.

\$

140,000.00

one hundred forty thousand & 00/100

Dollars

 Your bank info

for Invoice 102

Parker Redfox

⑆ Routing # ⑆ ⑈ Account# ⑈ 0123

Mobile Deposit

FOR DEPOSIT ONLY
PR CONSTRUCTION, INC

INVOICE

**DATE**

7/31/24

INVOICE NO

2016

Creekside Play Structures

129 Main Street

Creekside, VA 12345

804-555-3333

INVOICE TO

Town of Creekside

ATTN: Parker Redfox

600 E Main Street

Creekside, VA 12345

| SALESPERSON | JOB | PAYMENT TERMS | DUE DATE |
|-------------|-----|---------------|----------|
|-------------|-----|---------------|----------|

Due on Receipt

| QUANTITY | DESCRIPTION | UNIT PRICE | LINE TOTAL |
|----------|-------------|------------|------------|
|----------|-------------|------------|------------|

| | | | |
|---|------------------------------------|--------------|--------------|
| 1 | Explorer Series 4.0 Play Structure | \$167,489.00 | \$167,489.00 |
|---|------------------------------------|--------------|--------------|

| | | | |
|---|-----------------------|----------|----------|
| 1 | Delivery (0-15 miles) | \$500.00 | \$500.00 |
|---|-----------------------|----------|----------|

| | |
|-----------|------------|
| Subtotal | 167,989.00 |
| Sales Tax | 0.00 |
| Total | 167,989.00 |

Copy of bank statement can show proof of payment for ACH or Direct Deposit payments, its is helpful to highlight the relevant expenses.

Creekside Bank

560 Main Street
Creekside, VA 12345
804-555-2346

BANK STATEMENT

ACCOUNT NUMBER 12345678

STATEMENT DATE 09/06/2024

PERIOD COVERED 08/06/2024 to 09/05/2024

BEGINNING BALANCE \$612,345.67

ENDING BALANCE \$295,009.52

ACCOUNT OWNER

Town of Creeksville
600 E Main Street
Creeksville, VA 12345

| Date | Description | Credit | Debit | Balance |
|------------|---------------------------------------|-----------|------------|------------|
| 08/06/2024 | Office Supply Store | | 56.23 | 612,289.44 |
| 08/07/2024 | Creekside Play Structures | | 167,898.00 | 444,391.44 |
| 08/07/2024 | Creekside Electric | | 567.99 | 443,823.45 |
| 08/10/2024 | Salary Transfer | | 78,568.64 | 365,254.81 |
| 08/10/2024 | VA Dept of Accounts DCR Grant Payment | 50,120.00 | | 415,374.81 |
| 08/14/2024 | Creekside Hardware | | 129.50 | 415,245.31 |
| 08/21/2024 | Lodging Tax Revenue Transfer | 2,674.56 | | 417,919.87 |
| 08/22/2024 | Sales Tax Revenue Transfer | 9,862.11 | | 427,781.98 |
| 08/25/2024 | Salary Transfer | | 78,568.64 | 349,213.34 |
| 08/28/2024 | Office Supply Store | | 87.56 | 349,125.78 |
| 08/30/2024 | High Speed Internet Company | | 229.00 | 348,896.78 |
| 09/01/2024 | Creekside Hardware | | 2,601.00 | 346,295.78 |
| 09/04/2024 | Mechanic Shop of Creekside | | 786.26 | 345,509.52 |
| 09/05/2024 | CK 2036 | | 49,000.00 | 296,509.52 |
| 9/05/2024 | Creekside Pest Control | | 1,500.00 | 295,009.52 |

Creekside Hardware
679 Main Street
Creekside, VA 12345
804-555-8963

09/01/2024 10:32AM

Card Number: XXXXXXXXXXX1234

Account Type: MasterCredit

Auth #: 987654

Ref # 12345

| QTY | PRICE | ITEM | TOTAL |
|-----|---------|-------------------------|------------|
| 80 | \$29.99 | Comp. 8ft 2x4 board | \$1,799.40 |
| 8 | \$53.40 | Comp. 8ft 4x4 post | \$427.20 |
| 100 | \$3.74 | Lag bolt w/ washer, nut | \$374.40 |

Total: 2,601.00

APPROVED – THANK YOU

*** CUSTOMER COPY ****

Creekside Hardware
679 Main Street
Creekside, VA 12345
804-555-8963

09/12/2024 11:58AM

Card Number: XXXXXXXXXXX1234

Account Type: MasterCredit

Auth #: 567891

Ref # 54321

| QTY | PRICE | ITEM | TOTAL |
|-----|---------|-------------------|---------|
| 2 | \$34.31 | Bolt caps, 100 pc | \$68.62 |

Total: 68.62

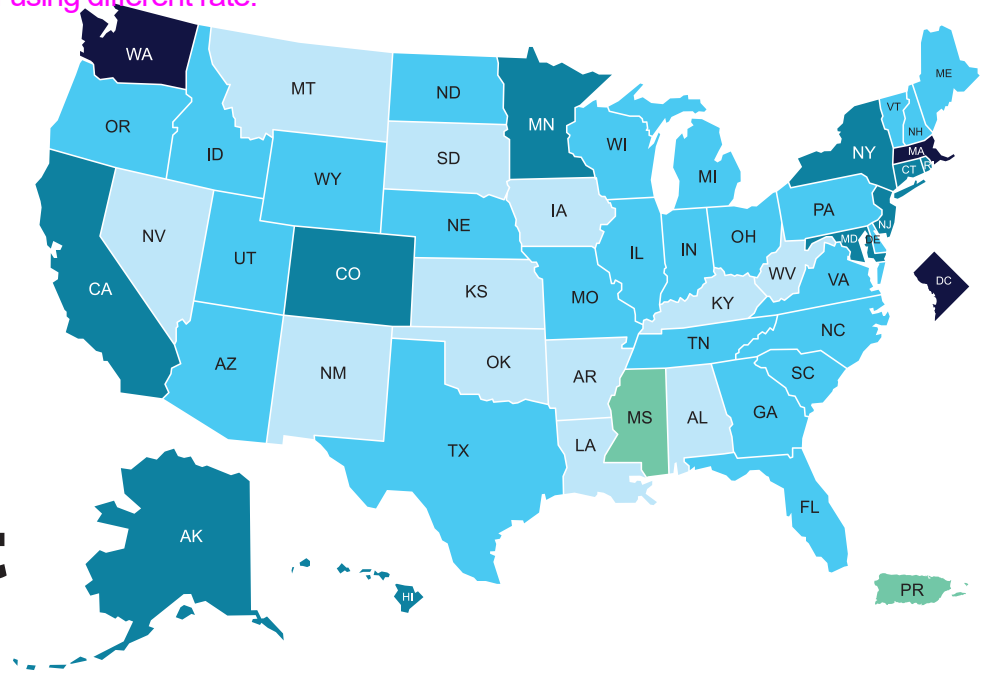
APPROVED – THANK YOU

*** CUSTOMER COPY ****

If using the standard volunteer rate, include a copy of the most recent Independent Sector report page such as this or other value determination documentation if using different rate.



2024 Value of Volunteer Time Report



2023 Value of Volunteer Time



| | 2023 | 2022 | 2021 | 2020 |
|----------------------|----------------|----------------|----------------|----------------|
| US Total | \$33.49 | \$31.80 | \$29.95 | \$28.54 |
| Alabama | \$29.82 | \$28.38 | \$26.89 | \$25.25 |
| Alaska | \$35.51 | \$33.60 | \$31.34 | \$30.30 |
| Arizona | \$32.07 | \$30.13 | \$28.00 | \$26.94 |
| Arkansas | \$27.74 | \$25.66 | \$23.79 | \$22.87 |
| California | \$38.61 | \$37.32 | \$35.56 | \$33.61 |
| Colorado | \$36.36 | \$34.36 | \$31.51 | \$30.31 |
| Connecticut | \$36.44 | \$34.56 | \$33.35 | \$33.28 |
| Delaware | \$31.16 | \$29.56 | \$28.47 | \$28.02 |
| District of Columbia | \$50.88 | \$50.00 | \$50.48 | \$48.67 |
| Florida | \$31.61 | \$29.41 | \$27.68 | \$26.32 |
| Georgia | \$31.24 | \$29.67 | \$27.66 | \$26.77 |
| Hawaii | \$35.50 | \$33.48 | \$32.10 | \$30.55 |
| Idaho | \$30.12 | \$27.79 | \$26.11 | \$24.24 |
| Illinois | \$33.76 | \$32.68 | \$30.97 | \$29.37 |
| Indiana | \$30.16 | \$28.84 | \$26.76 | \$25.67 |
| Iowa | \$28.88 | \$28.09 | \$26.40 | \$25.16 |
| Kansas | \$29.69 | \$28.50 | \$26.87 | \$25.48 |
| Kentucky | \$28.53 | \$26.85 | \$24.83 | \$23.10 |
| Louisiana | \$28.70 | \$27.39 | \$26.33 | \$24.80 |
| Maine | \$30.55 | \$28.89 | \$26.77 | \$25.56 |
| Maryland | \$34.99 | \$34.12 | \$32.82 | \$31.29 |
| Massachusetts | \$40.97 | \$39.19 | \$36.38 | \$34.97 |
| Michigan | \$31.59 | \$30.15 | \$28.35 | \$26.93 |
| Minnesota | \$36.31 | \$34.47 | \$32.33 | \$30.98 |
| Mississippi | \$25.42 | \$23.90 | \$22.57 | \$21.83 |
| Missouri | \$31.16 | \$28.66 | \$27.21 | \$25.96 |

| | 2023 | 2022 | 2021 | 2020 |
|----------------|---------|---------|---------|---------|
| Montana | \$30.84 | \$27.87 | \$26.48 | \$25.23 |
| Nebraska | \$31.07 | \$29.50 | \$27.44 | \$26.40 |
| Nevada | \$29.76 | \$28.50 | \$26.18 | \$25.46 |
| New Hampshire | \$34.64 | \$32.54 | \$30.75 | \$28.84 |
| New Jersey | \$35.50 | \$33.82 | \$32.39 | \$31.41 |
| New Mexico | \$27.38 | \$26.95 | \$24.32 | \$23.34 |
| New York | \$37.29 | \$35.71 | \$34.59 | \$33.17 |
| North Carolina | \$31.64 | \$29.86 | \$27.63 | \$25.98 |
| North Dakota | \$33.34 | \$30.69 | \$27.95 | \$27.00 |
| Ohio | \$31.18 | \$29.17 | \$27.07 | \$25.47 |
| Oklahoma | \$29.31 | \$26.88 | \$24.96 | \$24.35 |
| Oregon | \$34.74 | \$32.37 | \$29.75 | \$28.22 |
| Pennsylvania | \$31.30 | \$29.78 | \$27.98 | \$26.67 |
| Rhode Island | \$35.02 | \$31.96 | \$29.17 | \$28.24 |
| South Carolina | \$29.95 | \$28.11 | \$26.59 | \$25.47 |
| South Dakota | \$29.32 | \$27.25 | \$25.52 | \$23.94 |
| Tennessee | \$29.93 | \$28.12 | \$26.02 | \$24.52 |
| Texas | \$31.94 | \$29.86 | \$28.14 | \$26.43 |
| Utah | \$33.46 | \$31.46 | \$29.14 | \$27.82 |
| Vermont | \$32.73 | \$30.04 | \$28.14 | \$26.85 |
| Virginia | \$33.38 | \$32.59 | \$30.80 | \$29.14 |
| Washington | \$40.28 | \$37.63 | \$34.87 | \$33.75 |
| West Virginia | \$28.17 | \$26.67 | \$25.07 | \$23.97 |
| Wisconsin | \$31.86 | \$29.97 | \$27.87 | \$26.96 |
| Wyoming | \$30.06 | \$28.49 | \$27.13 | \$26.05 |
| Puerto Rico | \$15.82 | \$14.87 | \$14.11 | \$13.74 |

To learn about the methodology, please visit:

independentsector.org/value-volunteer-time-methodology