

**Historic Highland Park Neighborhood Council
Accountability Form
Accompanies All Neighborhood Purposes Grants
November 2011**

Project or event with date:

I will provide public notice of the project or event including attached: Please list separately and attach any planned Public Relations, banners, letters, flyers, social media etc. Please also include plans for HHPNC acknowledgement of support.

I will provide verification of the project or event, which can include photos, letters, or return visits to HHPNC Board meeting, within 30 days after completion of the project or event.

Date:

I will provide a final financial report of actual expenditures, and original copies of all receipts to the HHPNC Board, and Budget and Finance Committee within 30 days after completion of the project or event

Date:

I have read and understood the neighborhood Purposes Application and the Applications Packet.

Signed:
Applicant
Date: