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<b>Grantee: Valley Mountain Bikers</b>	<b>LVG Project Number: LVG 21</b>
<b>Project Title: Purchase and Install Directional and Wayfinding Signs at Walking Purchase Park in Salisbury Twp, PA</b>	

**WORKSHEET 1. In-Kind Services**

Please use this worksheet to show a breakdown of In-Kind Services. For all state funded development projects, eligible in-kind values are services and labor provided by paid staff of the Grantee to perform all or part of the approved Project Scope of Work as stated in Section II of the Mini Grant Agreement. An example is "Work to include construction of access road and parking area; installation of ADA access, play equipment, safety surfacing, landscaping, sign and other related site improvements". Only the value to perform work tasks tied directly to the Scope of Work by paid staff of the Grantee will be considered eligible for in-kind credit.

**Please note that staff time requires timesheets/spreadsheets that list each date, hours, and nature of work performed.** If cash costs on Attachment B do not reach the grant award amount, the Grantee can be reimbursed for some in-kind staff time (not donated professional services from Worksheet 2 or volunteer services from Worksheet 3). Staff salaries cannot exceed 50% of the total grant reimbursement. Staff benefits will be included in calculating this cap.

The dollar total of Worksheet 1 should be transferred to Attachment B in the box labeled Worksheet 1.

<b>EMPLOYMENT POSITION PROVIDING SERVICE AND <u>DESCRIPTION OF SERVICE PROVIDED</u></b> (Job Title)	<b>NUMBER OF HOURS</b>	<b>HOURLY RATE</b> (Please see definition of In-Kind Services to determine the hourly rates proposed for the project.)	<b>TOTAL IN-KIND VALUE</b> (Dollars) (Column 2 X Column 3)
<b>TOTAL</b> →			<b>\$</b>

<b>Grantee: Valley Mountain Bikers</b>	<b>LVG Project Number: LVG-21</b>
<b>Project Title: Purchase and Install Directional and Wayfinding Signs at Walking Purchase Park in Salisbury Twp, PA</b>	

**WORKSHEET 2. Donated Services**

Please use this worksheet to show in detail the sources of Donated Professional Services. For all projects, eligible donated professional services are defined as services provided at *no cost to the grantee* by firms or individuals possessing specialized or expert skills and knowledge to perform professional services related to all or part of the approved scope of work as stated in Section II of the Grant Agreement. Examples of donated professional services include qualified design professionals preparing sealed drawings, specifications, construction documents, construction observation, property surveys, archaeological studies, etc. **Please note that donated time and materials require documentation from the professional donor on their letterhead.** The dollar total of Worksheet 2 should be transferred to Attachment B in the box labeled Worksheet 2.

<b><u>NAME OF PROFESSIONAL FIRM OR INDIVIDUAL PROVIDING SERVICE AND DESCRIPTION OF SERVICE PROVIDED</u></b>	<b>NUMBER OF HOURS</b>	<b>NORMAL HOURLY RATE</b> (All overhead cost and profit should be included in this rate)	<b>TOTAL DONATED VALUE</b> (Dollars) (Column 2 X Column 3)
<b>TOTAL</b> _____ →			<b>\$</b> _____



<b>Grantee:</b>	<b>LVG Project Number:</b>
<b>Project Title:</b>	

**WORKSHEET 4. Equipment Use**

Please use this worksheet to show a breakdown of the equipment use documented for the project that was donated/not paid for by the Grantee. Any equipment paid for with invoice/receipt should be documented on Attachment B. The dollar total of Worksheet 4 should be transferred to Attachment B in the box labeled Worksheet 4.

<b>EQUIPMENT DESCRIPTION</b> (Ex.: dump truck, backhoe, grader, etc.)	<b>HOURS OF USE</b>	<b>HOURLY RATE</b> (Dollar value per hour for each piece of equipment)	<b>TOTAL EQUIPMENT VALUE</b> (Dollars) (Column 2 X Column 3)
<b>TOTAL</b> →			<b>\$</b>



Date	Activity	Hours	Person
3/11/2018	Hang Signs	4	Eric Dunlap
3/11/2018	Hang Signs	4	Louis Mazzante
3/18/2018	Hang Signs	4	Eric Dunlap
3/18/2018	Hang Signs	4	Louis Mazzante
5/12/2018	Hang Signs	4	Eric Dunlap
6/10/2018	Hang Signs	3	Eric Dunlap
6/12/2018	Hang Signs	3	Eric Dunlap
6/26/2018	Hang Signs	3	Eric Dunlap





Voss Signs, LLC, 112 Fairgrounds Drive  
 PO Box 553, Manlius, NY 13104-0553  
 Phone 1-800-473-0698 or 682-6418, Fax (315) 682-7335  
 www.vosssigns.com • email sales@vosssigns.com  
 Voss Federal ID No. 18-1553963

**LOUIS MAZZANTE**  
**VALLEY MOUNTAIN BIKERS**  
**1732 JENNINGS STREET**

February 28, 2017

**Quotation 1003338**

Page  
 Phone: 646-226-7406, Fax:

BETHLEHEM PA 18017

Subject: Our quote number 1003338, Customer number 66797

Description	QUANTITY	PRICE EACH	SETUP CHARGE	ART CHARGE	TOTAL
3 3/4" x 3 3/4" x .024 POLY no holes or round corners					
asst. background colors / black print	1450	\$0.28	\$45.00	\$60.00	\$511.00
black background / white print	100	\$1.09		\$20.00	\$129.00
*****					
stock item #188ANYP	15	\$1.21			\$18.15

**Terms:** CHECK OR CREDIT CARD AT TIME OF ORDER PLACEMENT  
**Delivery:** TO SHIP APPROX 2 - 2 1/2 WEEKS AFTER PROOF APPROVAL  
**Via:** UPS  
**Sales Tax:**

Shipping + \$10.00  
 Sub Total \$668.15  
 Tax + \$0.00  
**Grand Total \$668.15**

THE CHARGES IN THE "ART CHARGE" COLUMN ARE FOR COATING THE BACKGROUND COLORS THAT WE DO NOT STOCK THE PLASTIC IN (BLUE, BLACK, PURPLE & GREEN)

Thank you for the opportunity to quote your sign needs.

Sincerely,

Brenda J. Decker

Card # 3621  
 2/28/2018

