

Grant Contracts

Financial Reimbursement Requests

REIMBURSEMENT REQUESTS – email requests to grantinvoices@lanaster.ne.gov

Crime Commission grants:

- Email your Grant Reimbursement Request by the 10th of each month (monthly reimbursement is a new requirement from the Crime Commission)

JBC & JJPF grants:

- Email your Grant Reimbursement Request by 30th of month following the end of the quarter:
 - Quarter: January – March Request by April 30
 - Quarter: April – June Request by July 30
 - Quarter: July – September Request by October 30
 - Quarter: October – December Request by January 30

For JBC, JJPF, & Crime Commission grants:

- Request reimbursement for actual expenses
- Scan your request along with the documentation and send as a pdf file
- Allow 30 days for reimbursement

Keno H.S. Prevention Fund grants:

- Email your request for funds on agency letterhead at the beginning of your grant term and six months into your grant term

Questions? Contact Tina Collins!

Tina Collins

grantinvoices@lanaster.ne.gov

402-441-8840