



## Community Development Partnership Program (CDPP) Grant Asset Transfer/Disposal Request

Use this form to request the transfer or disposal of grant-funded assets. Please be concise and include only relevant information. Once reviewed, LCRA staff will contact you with a decision on the request. Submit the form to [grants@lcra.org](mailto:grants@lcra.org) or LCRA CDPP, P.O. Box 220, Austin, TX 78767-0220.

**Please print/type legibly.**

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Date: \_\_\_\_\_

Grant Amount: \_\_\_\_\_ Grant Application Date:  January  July Year: \_\_\_\_\_

Grant Project Description:

**Reason for Request (check all that apply):**

Permanent Disposal  Trade-In  Lost or Stolen  Exceeded Useful Life  Scrap  Damaged

Transfer/Repurpose to: \_\_\_\_\_

**Description of asset's current condition/transfer/repurpose.** (Attach supporting information as necessary.):

**Justification for transfer/disposal request.** (Attach supporting information as necessary.):

**Following to be completed by CDPP staff:**

<b>Received:</b>	<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Denied</b>
<b>Authorized By:</b>	<b>Date:</b>