



Community Grants Grant Asset Transfer/Disposal Request

Use this form to request the transfer or disposal of grant-funded assets. Complete this form in its entirety with adequate justification to support the transfer/disposal. Provided information should be concise and include only relevant information. Once reviewed, LCRA staff will contact you regarding the final decision. Form should be submitted by email to grants@lcra.org.

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 LCRA staff:

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