

MHLS Member Library Mileage Equalization Grant Form

Travel January - June = Grant Form Due to MHLS July 15

Travel July - December 14 = Grant Form Due to MHLS December 15

1. All travel during a semi-annual period must be complied and reported on one Grant Form.
2. Grants pay one trip per library per each training/meeting sponsored by and located at MHLS.
3. Member Library Director completes, signs, and submits Grant Form semi-annually.
4. Grant Form must be submitted to MHLS Business Office on/before the semi-annual due date.
5. Grant Form received by MHLS after the semi-annual due date will not be processed and paid.

Library Name _____

| Date | Training or meeting sponsored by and located at MHLS | # of Attendees |
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I certify the above information to be true and correct.

Library Director

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| For MHLS Use - Date Grant Form Received @ MHLS _____ (date) |
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