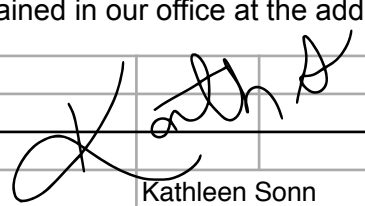


# ATTACHMENT II - EXHIBIT F

Measure Z - Invoice				
<b>Mountain Community and Culture</b> <b>Kathleen Sonn</b>				
Invoice Date:			Invoice # MZ-	
			Invoice Period:	
Description	Cost	Total Amount Due		
Personnel Costs (Wages and Benefits)				
RCAA      Payment for project coordination and support invoice #6	\$246.10	\$246.10		
Operational Costs (Rent, Utilities, Phones, etc.)				
	\$0.00			
Consumables/Supplies (Supplies and Consumables should be separate)				
	\$0.00			
Transportation/Travel (Local and out of county should be separate)				
	\$0.00			
Other (Indirect Costs, Contracts, etc.)				
	\$0.00			
				<b>\$246.10</b>
<p>I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.</p>				
Signature and date: 				
Print Name and Title: Kathleen Sonn				
Send invoice to:				
<b>COUNTY OF HUMBOLDT</b> County Administrative Office 825 Fifth Street, Room 112 Eureka Ca 95501  (707) 445-7266			January 6th 2019	
			Date	
			Date	
			Date	



ATTACHMENT II - EXHIBIT F


ATTACHMENT II - EXHIBIT E

Budget

Mountain Community and Culture

<b>Invoice Date:</b>	January 6th 2019						<b>Invoice # MZ-</b>		
							<b>Invoice Period:</b>		
<b>Descriptions</b>							<b>Amounts</b>	<b>Approved Budget</b>	
<b>A. Personnel Costs</b>									
	Title:	Redwood Community Action Agency						246.10	2,249.76
	Salary and Benefits Calculation:								
	Duties Description:	Implementation assistance for Willow Creek walkability							
	Title:								
	Salary and Benefits Calculation:								
	Duties Description:								
	Title:								
	Salary and Benefits Calculation:								
	Duties Description:								
	Title:								
	Salary and Benefits Calculation:								
	Duties Description:								
							<b>Total Personnel:</b>	<b>0.00</b>	
								<b>0.00</b>	
<b>B. Operational Costs (Rent, Utilities, Phones, etc.)</b>									
	Title:								
	Description:								
	Title:								
	Description:								
	Title:								
	Description:								
	Title:								
	Description:								
	Title:								
	Description:								
							<b>Total Operating Costs:</b>	<b>0</b>	
								<b>0</b>	
<b>C. Consumables/Supplies (Supplies and Consumables should be separate)</b>									
	Title:								
	Description:								
	Title:								
	Description:								
	Title:								
	Description:								
	Title:								

Description:								
						<b>Total Consumable/Supplies:</b>	<b>0</b>	<b>0</b>
<b>D. Transportation/Travel (Local and Out-of-County should be separate)</b>								
Title:								
Description:								
Title:								
Description:								
Title:								
Description:								
						<b>Total Transportation/Travel Costs:</b>	<b>0</b>	<b>0</b>
<b>E. Fixed Assets</b>								
Title:								
Description:								
Title:								
Description:								
						<b>Total Other Costs:</b>	<b>0</b>	<b>0</b>
						<b>Invoice Total:</b>	246.10	

<b>Remaining Balance</b>
2,003.66
0.00
0.00
0.00
0.00
<b>0.00</b>
<b>0</b>

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0
0

Note

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son using the invoice template

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We prefer this form over others but other invoice formats may be used as long as all requested information is provided

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Be sure to sign the invoice. Electronic submissions still need signatures.

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Invoices may be submitted electronically to [cao@co.humboldt.ca.us](mailto:cao@co.humboldt.ca.us)

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All invoice categories and items should match the approved project budget

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Do not submit receipts, bills or other documentation with invoices, but do keep those for your records

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Invoices can be submitted at any time but should not be submitted more frequently than monthly

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The invoice worksheet has been created to assist in the completion of the invoice. The worksheet will self populate the invoice except on highlighted cells. The worksheet is a tool to use to insure that all expenditures are accurately represented.

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Should you have any questions regarding the invoice worksheet and invoice please feel free to contact Elishia Hayes at [ehayes@co.humboldt.ca.us](mailto:ehayes@co.humboldt.ca.us) or call 707-445-7266.

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