

WEST VIRGINIA HIGHWAY SAFETY OFFICE EQUIPMENT PURCHASE/USE REPORT

This report is to be completed when equipment is purchased using Highway Safety Grant funds.

Sub-Grantee:

Project / Activity Title:

Reporting period: _____ To _____

Equipment Purchased: (Include make/model, serial number and description)

Are model specifications required for this equipment? _____ Were they followed? _____

Date purchased:

Budget Amount: \$ _____ Purchase Amount \$ _____

Who was equipment purchased for? (List agency and county)

Who is responsible for housing and maintaining equipment?

How will equipment be used in the project / activity?

Comments:

Submitted by:

Title:

(To be completed by sub grantee and forward one copy to the Highway Safety Office)

WV Monitoring document #7