



## Quarterly Reporting and Disbursement Form

Please use the following form to provide the mandatory quarterly report for your CMF grant. If you are requesting a disbursement, please fill out both Section I and Section II. **Disbursement requests will only be considered if your grant is in good standing by being up to date on your quarterly reports. Please submit this form with all relevant invoices as one PDF to [MGCCMF@Massgaming.gov](mailto:MGCCMF@Massgaming.gov).**

<b>Grantee: BIGCITY</b>	<b>Total Award: \$500,000</b>
<b>DOC ID: 2026BIGCITY</b>	<b>Contract End Date: 6/30/25</b>
<b>Grant Year: 2025</b>	<b>Date Submitted: 11/13/24</b>

### Please check-off the quarter being reported on:

- November 15** for the period ending 9/30
- February 15** for period ending 12/31
- May 15** for period ending 3/31
- August 15** for the period ending 6/30

### Section 1. Quarterly Narrative

Please use the following section to provide an update on all projects funded by your grant, add additional lines as necessary. Describe progress towards goals; describe any challenges; and describe steps implemented to address challenges. *If no activity has occurred on a project this quarter, please fill in the box with "No Activity".*

Project Name	Description of Quarterly Activities
<b>Bigcity Police</b>	Purchased and installed Solar Traffic Signals – Invoice attached.
<b>Foundtown Road Safety Improvements</b>	No activities scheduled until Spring 2025.
<b>Youth Gambling Project</b>	Initial meeting with community partners and execution of project contracts. In attempting to develop a focus group we are having difficulty finding participants, we continue our outreach to identify members. No invoices received.
<b>Extrication Tools-Fire Department</b>	Ordered Telescopic Ram and Spreader; received Battery Charger and Battery - Invoice attached.

## Quarterly Reporting and Disbursement Form

### Section 2. Disbursement Request

Please use this Section to request a disbursement. Please provide a detailed description of each item by project and associated invoices. **Activities without invoices will not be approved for payment.**

Are you requesting the next disbursement of funds? Yes  No

Project Name	Total Requested
<b>Bigcity Police</b>	\$5,500.00
<b>Foundtown Road Safety Improvements</b>	N/A
<b>Youth Gambling Project</b>	N/A
<b>Extrication Tools-Fire Department</b>	\$25,275.00
<b>Total:</b>	\$30,775.00

### Summary of Grant Expenditure to Date

Paid to Date	Total New Invoices	Grant Funds Remaining
\$120,000.00	\$30,775.00	\$349,225.00

### Summary of Invoices Submitted

Please use the following section to itemize your invoices related to this disbursement request.

Project Name	Project Activity/Purchase	Date	Invoice Amount
<b>Bigcity Police</b>	<i>Solar Traffic Signals Invoice from Sunwest Solutions</i>	9/15/24	\$4,500.00
<b>Bigcity Police</b>	<i>Installation for solar panels</i>	9/15/24	\$1,000.00
<b>Foundtown Road Safety Improvements</b>			N/A
<b>Youth Gambling Project</b>			N/A
<b>Extrication Tools-Fire Department</b>	<i>New England Fire Equipment Battery Charger and Battery</i>	8/29/24	\$25,275.00
<b>Total:</b>			\$30,775.00

## Quarterly Reporting and Disbursement Form

***By signing below, I certify that the above information provided is accurate to the best of my knowledge.***

\_\_\_\_\_  
*Signature of Grant Manager*

\_\_\_\_\_  
*Date*

-----  
*For internal use only:*

**Reviewed By:**

\_\_\_\_\_  
Staff Reviewer

\_\_\_\_\_  
Date

\_\_\_\_\_  
*Signature of Staff Reviewer*