

Verification of Third-Party IN-KIND Contribution

When preparing documentation for verification of matching funds, applicants must follow RD Instructions 4284.3 and 4284.510 (c)(6), along with instructions provided in sections III (B) and IV (C)(12) of the Notice of Funding Availability (NOFA). As an option, the third-party may complete and print this form on the organization's letterhead, and sign where indicated.

For purposes of facilitating the Work Plan and Budget Activities identified in the associated FY2009 Rural Cooperative Development Grant (RCDG) application, and as an Authorized Representative of the third-party organization identified below, I verify and confirm the following information:

Legal Name of Third-Party Providing In-Kind Contribution: _____

Legal Name of Intended Recipient of Third-Party In-Kind Contribution: _____

Brief Description of Intended Recipient's RCDG Project: _____

Beginning and End Dates for Proposed RCDG Grant Period: _____
 (Maximum Budget and Project Period Length is 365 days, with start date range 10/1/2009 – 1/1/2010. The grant period dates on this form must be consistent with the RCDG application.)

Total Value of Third-Party In-Kind Donation for RCDG Eligible Project Purposes: \$ _____

Verification for in-kind contributions that are over-valued will not be accepted. The *valuation process* for in-kind contributions does *not* need to be included in the application. However, the Intended Recipient must be able to demonstrate how the valuation was derived *at the time of notification of tentative selection for the grant award*. See RD Instruction 4284-A/Exhibit A for Guidelines for Verifying In-Kind Contributions.

In the chart below for Third-Party In-Kind Contributions, describe the (a) *nature* of the goods and/or services to be donated to the RCDG project during the grant period and *how* they will be used, (b) *when* the goods and/or services will be donated during the proposed grant period, and (c) the *value* of the goods and/or services. Please note the following are *not* acceptable match: Board and Advisory Member *time*, donations of fixed equipment and buildings, and contributions related to the preparation of the RCDG application package. Non-profit or other organizations contributing the services of affiliated volunteers must follow the third-party verification requirement above, for *each individual volunteer*. Contributions from parties being assisted by the Center cannot directly benefit their own projects.

Description of the Goods and/or Services	How They Will Be Used On Project Budget Activities	When They Will Be Donated (month/day/year)	Value of the Goods and/or Services
			\$
			\$
			\$
			\$
			\$
			\$
Total Value			\$

Will the third-party in-kind match be provided to the Intended Recipient during the proposed grant period, or be donated on a specific date within the grant period? _____Yes _____No

Description of transfer of in-kind contribution to Intended Recipient, with Anticipated Date(s) of transfer: _____

Has your Board of Directors formally Resolved / Confirmed the In-Kind Match contribution value and purpose at Time of Application? _____Yes _____No _____Date of BOD Resolution _____N/A

Does your organization understand that in-kind contributions from third-parties cannot be used to directly benefit the third-party contributor? _____Yes _____No

Print Name of Authorized Representative For Third-Party In-Kind Contributor: _____

Title of Authorized Representative: _____

Signature of Authorized Representative: _____ Date: _____