Farm Rural Business Development Grant Compliance

A checklist for Rural Business Development Grant compliance, used by rural businesses and groups with development grants to keep applications, agreements, records and reports in one place and confirm each rule with USDA Rural Development.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Rural Business Development Grant application and approval letter	☐	☐	☐
Signed agreement and any amendments	☐	☐	☐
Project description and budget	☐	☐	☐
Matching funds documentation	☐	☐	☐
Procurement and invoice records	☐	☐	☐
Progress and final reports	☐	☐	☐
Payment or reimbursement records	☐	☐	☐
Reporting dates on your calendar	☐	☐	☐
Agency contact name and phone	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Confirm current rules and deadlines with USDA Rural Development before each reporting period, and keep copies of everything you submit.

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