**Section 3200.80 Process for Payment**

a) The public museum or fiscal agent representing the public museum enters into a Project Agreement with the Department.

b) Public museums that have been awarded capital grants must submit project billing documentation listing and verifying all funds expended on the project for which grant reimbursement is sought; as well as required billing documentation as follows:

1) Public Museum Capital Grant expenditure statement certified by the chief executive officer or chief financial officer.

2) Project Billing Request: Reimbursement of project expenditures will be made with the Department's instructions, which will be specified in the Implementation and Billing Requirements provided to public museums at the time Project Agreements are negotiated.

(Source: Amended at 28 Ill. Reg. 2201, effective January 26, 2004)