

21st Century Community Learning Centers Inventory Disposition Request Form

Equipment: tangible, non-expendable, personal property having a useful life of more than one year (see page 3 of the 21st CCLC grant closing guidelines document).

List all items with an acquisition cost of \$10,000.00 or more. Mark the option of how you will dispose.

Serial/ID Number	Item Description	Item Location	Purchase Date	Purchase Date	Percentage of 21 st CCLC federal funds used for purchase	Current Per Unit Fair Market Value	Condition - Good, Fair, Poor	Disposition Status – Retained, Transferred, Auctioned, etc. (if auctioned, indicate date and amount sold for)	If auctioned; indicate amount and date proceeds returned to DEW	If transferred, Organization and location transferred to

SUPPLIES: Consumed in use, lose their original appearance with use, are expendable, and are inexpensive, and lose identity through incorporation into a more complex unit or substance (see page 4 of the 21st CCLC Grant Closing Guidelines document).

List all supply items with an aggregate value of \$10,000 or more. Mark the option of how you will dispose.

Serial/ID Number	Item Description	Item Location	Purchase Date	Purchase Date	Percentage of 21 st CCLC federal funds used for purchase	Current Total Aggregate Fair Market Value	Disposition Status – Retained, Transferred, etc.	If you cannot transfer, indicate amount and date proceeds returned to DEW	If transferred, Organization and location transferred to

Disposition Options per EDGAR, 2 CFR Part 200.313:

- ✓ **Retain Equipment if 21st CCLC Programming continues to operate;**
- ✓ **Offer to transfer to other program/project currently or previously supported by federal funds;**
- ✓ **Sale at Auction (DEW approval required)**

21st CCLC Sub Grantee Name:

Grant Name:

Grant Number:

Responsible Staff Name:

Signature of Responsible Staff Person:

Contact Phone Number:

Email Address:

Date: