

Dear Tim and Carl:

I want to check with you both about getting the Council's remaining \$6,000.00 or so from the CUEREC account.

As I understand it, we have until March 1, 2001, but the final %20 percent is only available upon CUEREC's receipt of the final report.

I would just like to request all monies (excluding that final combined %20 percent of overall (\$22,298) monies to "both" partners) in a single budget request from us to the University Corporation that says something like, "in the following categories we request such and such remaining dollars for work completed." I learn from Carl that the mileage funds have to be handled differently.

Is this the way to proceed?

Here's a draft request for what I think is the remaining \$6,056.00 - % 20 percent of our original but re-negotiated total of \$9,750.00 (\$1950), or \$4,106.00:

The Council requests the following from the listed accounts:

From the remaining \$1,650 in "Workshops" = \$1,650.00
from the remaining \$1,250 in "Educational Materials" = \$1,250.00
from the remaining \$1,350 in "Translation fees" = 0
from the remaining \$1,000.00 in "Printing" = \$406.00
from the remaining \$800.00 in "Mileage" = \$800.00
Total of this request = \$4,106.00

Total current balance = \$6,056.00

This request = \$4,106.00

%20 percent remaining = \$1950.00

Your timely comment on and concurrence with this procedure would be greatly appreciated.

Bob