

MAY 15 1997

International Association of Public  
Participation Practitioners

ATTN: Mr. ~~Sonnie Russell~~ Douglas Sarno, Executive Director  
P.O. Box 82317  
Portland, OR 97282-0317

Dear Mr. ~~Russell~~ Sarno:

SUBJECT: CLOSEOUT OF GRANT NO. NRC-18-96-002

The period of performance of the subject grant expired on 12/23/96. In order to comply with the terms of the grant award, the following items are required to close the grant.

1. Final Report
2. Final Certification (Form enclosed)
3. Financial Status Report (SF 269) (Form enclosed)
4. Request For Advance Or Reimbursement (SF 270) (Form enclosed)
5. Federal Cash Transactions Report (SF 272) (Form enclosed)
6. An inventory list of Government Furnished Property
7. An inventory list of equipment and personal property acquired with grant funds having a unit acquisition cost over \$ 1,000.00.
8. Final Disclosure of Inventions and Subcontracts (DD 882) (Form enclosed)

If any of these items are not applicable to the subject Grant, a negative reply and explanation are required or if you have already furnished the above information, please state when and to whom it was submitted. Also, indicate your point of contact by name and telephone number for any future inquiries.

Your prompt attention is appreciated. Please submit your response immediately to the address below to:

U.S. Nuclear Regulatory Commission  
ATTN: Jeanne Cucura, Contract Specialist  
Division of Contracts and Property Management  
Office of Administration  
Closeout M/S T-712  
Washington D.C. 20555

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If you have any question or need further information regarding the subject grant, please call me on (301) 415-6538.

Sincerely,

  
Jeanne Cucura, Contract Specialist  
Contract Management Branch 3  
Division of Contracts and  
Property Management  
Office of Administration

Enclosures: As stated

Distribution:

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