



Equipment Inventory Form

At the time of contract close-out, grantees should use this form to inventory all equipment with a value of \$500 or more that was purchased by the grantee using StRAP funds. If an item has been disposed of or lost, please indicate the manner of disposal (lost, damaged, used completely, etc.) in the "Current Location" column. For item description, cost, and reimbursement date, please refer to the invoice that was attached to the StRAP Request for Payment form when the item was reimbursed by StRAP. This form only needs to be completed for individual items with a value of \$500 or more. For example: if 5 sets of waders each costing \$125 were purchased together, these waders would NOT need to be documented on this form as the individual cost of each item is less than \$500.

Grantee Organization:

Contract Number

Employee completing form:

Email:

Date Completed

Equipment Description	Current Location	Date Reimbursed (refer to date of request for)	Cost	Notes
Ex: Drone	Division office at 216 W Jones St, Raleigh	4/28/2023	\$1,000	used for surveying creeks

Signature of Employee Completing Form _____

Date _____