



Lawns to Legumes Individual Support

Example documentation needed to receive reimbursement

(Refer to the [Eligible Expenses Guide](#) for details on what purchases are reimbursable)

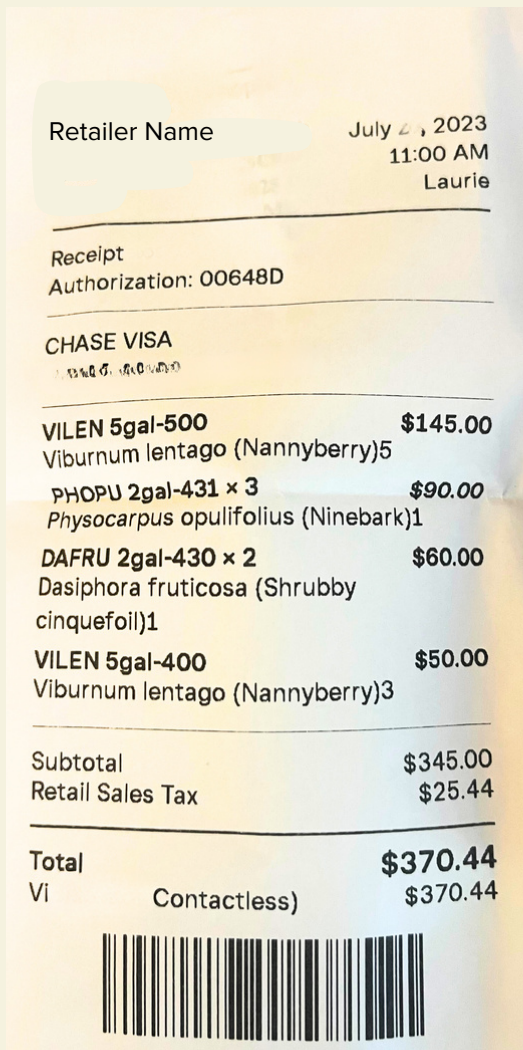
What You'll Need to Submit:

1. ITEMIZED RECEIPTS

2. BEFORE + AFTER PHOTOS

3. TRACK TIME + SPENDING

1. Itemized Receipts

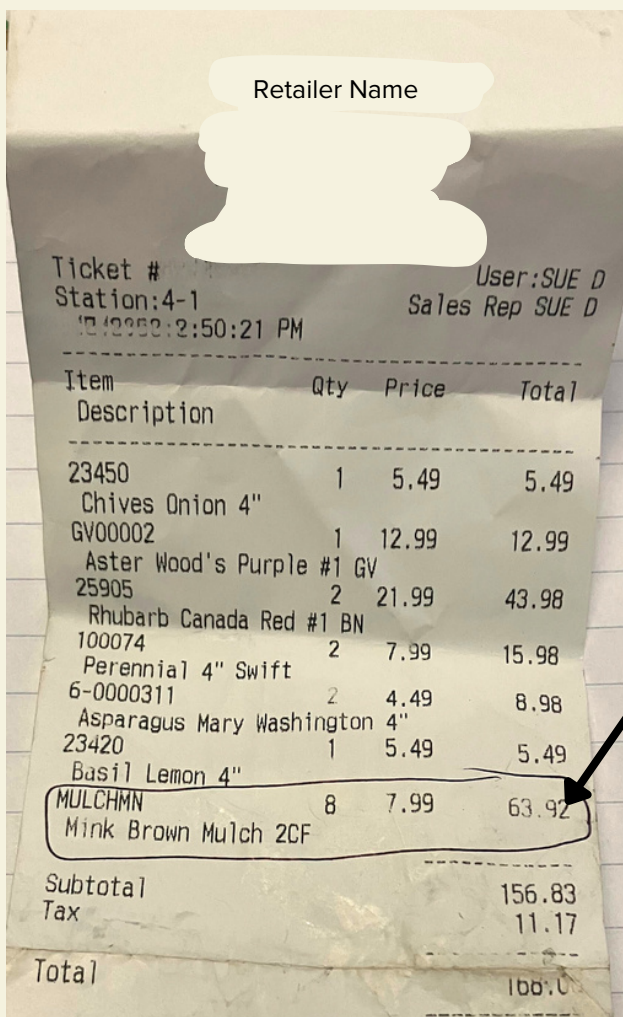
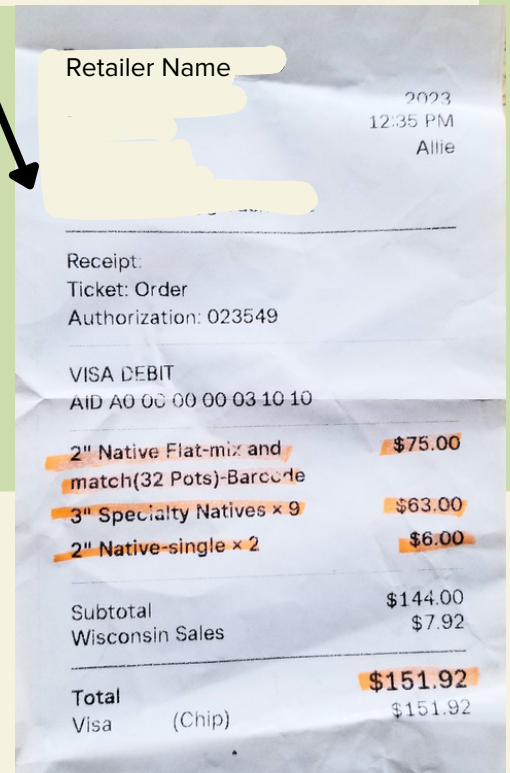


Receipts should be itemized and show that your purchased plants are native (with a few exceptions noted on the [Eligible Expenses Guide](#)).

Make sure that the receipt shows key details (date, nursery/retailer name, plant/item names, and total) so that staff can process reimbursement. We will not accept unreadable receipts.



If your receipt is not itemized or does not include names of plants/items, please also submit either a list of the plant/item names purchased. A photo of your plant tags can also work!



If your receipt includes purchases that are not part of your L2L project, circle or highlight the purchases you are requesting reimbursement for.

See below for more! ↓

1. Before and After Photos

Don't worry if your photos are not pretty! Your planting or pollinator lawn will mature with time. We simply want to see that you successfully installed your project.

Take your before and after photo from a similar angle.



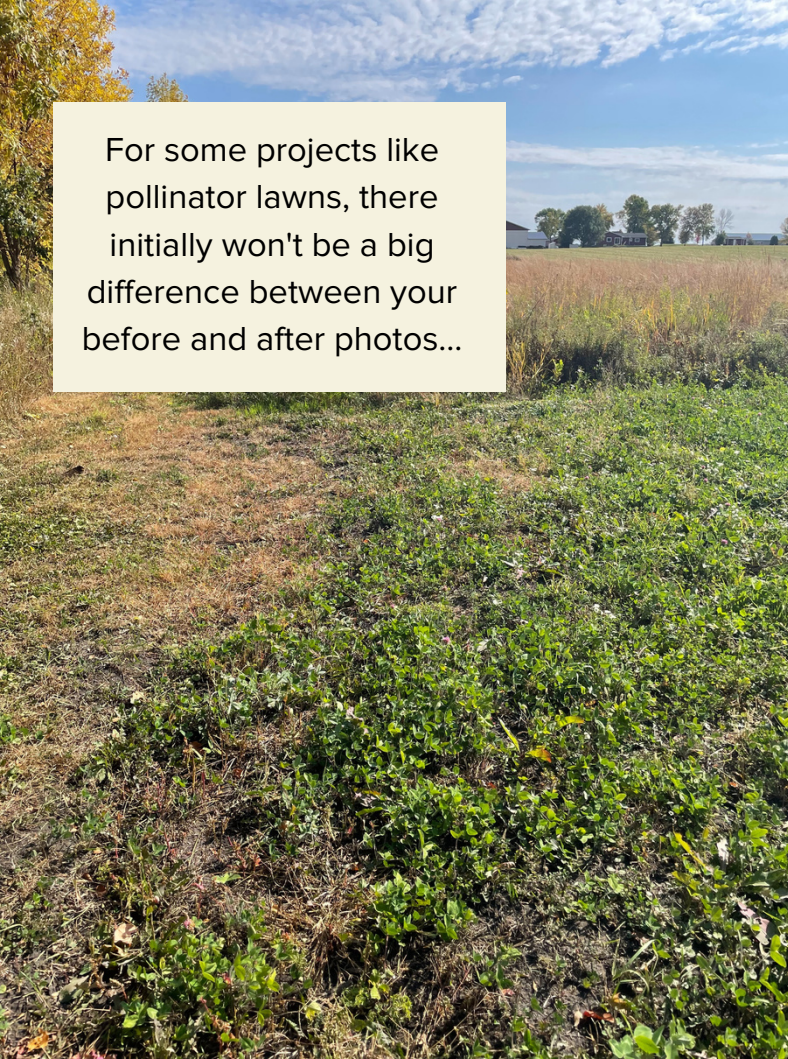
Do your best to take one photo that captures your whole project area, rather than multiple photos of individual plants.



If you planted in multiple areas (ex: your boulevard and the front yard), take one set of photos per project area.



For some projects like pollinator lawns, there initially won't be a big difference between your before and after photos...



...and that's okay! We just want to see that you got your project in the ground.



3. Other Reporting

TIME REQUIREMENT

Grantees are expected to spend **at least 2 hours of time** on their projects. This includes time spent watching the L2L Kick-Off Webinar and planning. You will need to share the total number of hours you spent on your project when filling out the Reimbursement Request Form.

REPORTING ADDITIONAL SPENDING

Track the total expenses spent on your project, including any expenses beyond the amount you request reimbursement for. (This will help us demonstrate the many outcomes of the Lawns to Legumes program!) You will need to share this information when filling out the Reimbursement Request Form.

