

6) How do I wrap up my grant?

To close your grant, first check that you provided your Conservancy Project Manager with all deliverables listed in your Work Program. Additionally, for construction projects, your Conservancy Project Manager will need to do a final site inspection.

Once all deliverables have been provided and accepted by your Conservancy Project Manager, you are ready to submit any final billing and [Request for Disbursement of Withholding](#). To request withholding, use the Request for Disbursement Form, and fill out the “Release of Withholding” to request the funds we previously withheld from your invoices.

If your organization provided required match as part of the grant, you need to provide a [Documentation of Match Letter](#). This letter details what your organization provided as match, when it was provided, and how you calculated the value of that match contribution. Your Conservancy Project Manager will let you know if this is required for your grant.

If you have an Explore the Coast Grant, you must also complete and submit an [Explore the Coast Final Progress Report](#) for your project.

Finally, we ask that you complete an [anonymous survey](#) about your experience managing your Conservancy grant. This feedback will help us improve our systems and communication to better serve you and other grantees in the future.