

## Exhibit 5-E SAMPLE OF "STIP PROJECT" FEDERAL INVOICE

*(PREPARE ON LETTERHEAD OF LOCAL AGENCY)*

**Date of Invoice** (For Progress Invoice)  
 Department of Transportation  
 Accounting Service Center - MS 33  
 Local Program Accounting Branch  
 P.O. Box 942874  
 Sacramento, CA 94274-0001  
 Billing No:  
 Invoice No:  
 Federal-aid Project No:  
 Tax Identification No:  
 Date Project Accepted by City/County:  
 Project Location:  
 Project Expenditure Authorization:

(For Final Invoice) Name, District Director  
 Attn: Name, District Local Assistance Engineer  
 Department of Transportation  
 Street or P.O. Box  
 City, CA Zip Code

**1,2..., or Final  
 Local Agency's Invoice No.  
 Prefix-Proj. No. (Fed. Agreement No.)  
 Agency IRS ID Number  
 Final Date or "Ongoing" if not Final  
 Project Limits**

Reimbursement for federal and/or state funds is claimed pursuant to Local Agency-State Agreement No. Number, Program Supplement No., Number, executed on Date.

	Environmental Studies & Permits	PS&E	Construction Engineering	Construction
Federal Appropriations Code	Q24/33D	Q24/33D	Q24/33D	Q24/33D
Federal Authorization Date	5/12/99	5/12/99	6/10/99	6/10/99
Federal/State participating costs From	5/15/99	6/15/99	6/15/99	6/15/99
To	8/15/99	8/15/99	8/15/99	8/15/99
Total Indirect Costs to Date	<b>\$825.00</b>	<b>\$1,865.50</b>	<b>\$2,690.50</b>	-----
Total Direct Costs to Date	<b>\$4,000.60</b>	<b>\$8,400.30</b>	<b>\$8,290.00</b>	<b>\$150,652.00</b>
Less: Retention	-----	-----	-----	(20,000.00)*
Liquidated Damages	-----	-----	-----	0.00**
Nonparticipating Costs	<u>(350.00)</u>	<u>(840.00)</u>	<u>(1,200.00)</u>	<u>(16,000.00)</u>
Total Federal Participating Costs to Date	\$4,475.60	\$9,425.80	\$9,780.50	\$114,652.00
Less: Participating Costs on previous invoice	<u>\$2,120.95</u>	<u>\$6,350.20</u>	<u>0.00</u>	<u>\$98,231.00</u>
Change in Participating Costs	\$2,354.65	\$3,075.60	\$9,780.50	\$16,421.00
Federal reimbursement ratio	88.53%	88.53%	88.53%	88.53%
State reimbursement ratio	0.00%	0.00%	11.47%	11.47%
Amount of this claim	<u>\$2,084.57***</u>	<u>\$2,722.82***</u>	<u>9,780.50***</u>	<u>\$16,421.00***</u>

**TOTAL INVOICE AMOUNT**

**\$31,008.89**



\*\*\* Please round down the figures to the lowest cent. Federal rules do not allow rounding up.

- \*\*\*\*
- Indirect cost for this project equals the direct cost base expense (i.e., direct salaries & wages plus fringe benefits) for this project multiplied by the approved indirect cost rate.
  - Indirect cost reimbursement will not apply to direct costs, i.e., payment of construction contracts and right of way purchases, not included in the direct cost base.
  - An indirect rate must be approved by Caltrans every fiscal year to be used for only those costs incurred for that year.

Note: For R/W acquisition use Exhibit 5-D.

**Distribution:** 1) (Original & 2 Copies) Local Program Accounting (progress invoices)  
2) District Local Assistance Engineer (final invoices)