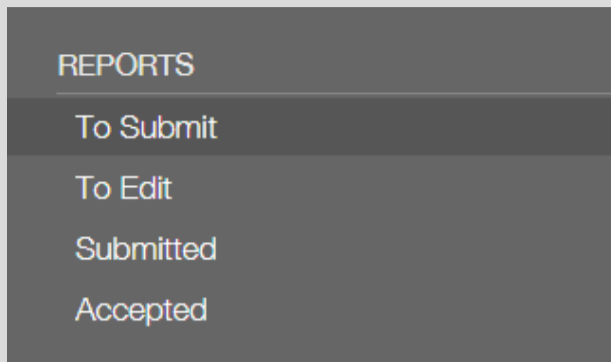




The Andrew W. Mellon Foundation: Confirmation of Funds

Upon receiving a grant from the Mellon Foundation, grantees with budgets in non-US dollars must confirm the amount of funds received in local currency within 30 days of the payment date.



To complete the **Confirmation of Funds** report, navigate to the **Reports > To Submit** section of the Foundation's Fluxx grantee portal.

Select the **Confirmation of Funds** report from the list for the appropriate grant. Note the report type and due date at the bottom of the report description.

The **Grant Information** fields at the top of the form are read only.

You may add **Comments** in the blue box provided. This field is not required.

In the **Local Currency** field, enter the local currency at your organization (ZAR, GBP, EUR, etc.)

Next, enter the **Amount received in local currency,**

The **Exchange Rate,**

The name of the person who confirmed the information in the **Confirmed by** field,

Their **Professional Title,**

Email address,

And the **Confirmation Date.**

You may also upload any necessary attachments in the **Documents** section.

▼ Grant Information

Organization Name:	Sample Portal Organization
Grant Amount:	\$100,000.00
Grant Number:	G-1804-05663
Grant Title:	Grant
Grant Description:	to support grant activities
Program Area:	Higher Education and Scholarship in the Humanities
Grant Start Date:	4/11/2018
Grant End Date:	4/10/2020
Duration in Months:	24
Principal Investigator:	Portia Sampson
Grant Management Contact:	
Grant Signatory:	
Financial or Other Contact:	
Additional Contact:	
Type of Support:	Spendable

Comments

Local Currency

Amount received in local currency

Exchange Rate

Confirmed by *This field is required in order to submit the form.*

Professional Title

Email

Confirmation Date

Documents

When uploading documents, please select the Document Type that you feel is the most appropriate. Instructions for working with Documents can be found on the [Foundation's website](#).

Documents +

To submit the form, select **Save** and then **Submit**.



For technical support, please contact fluxxusers@mellon.org or (212) 500-2484, Mon-Fri, 9:00am-5:30pm ET