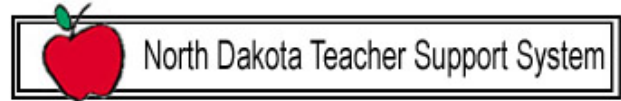




**BUILDING ADMINISTRATOR VERIFICATION FOR PAYMENT OF MENTOR STIPENDS**  
 EDUCATION STANDARDS AND PRACTICES BOARD  
 SFN 59227 (10-2009)



**Instructions for Building Administrators:**

1. Collect signed SFN 59233 Request for Payment of Mentor Stipend form and attach logs from each Mentor.
2. Complete the form below and turn in to Project Coordinator for payment of Mentor stipends.
3. Submit all paperwork to Project Coordinator.

**Instructions for Project Coordinator:**

1. Collect forms and attachments, verify accuracy, make payment to teacher, request reimbursement using SFN 59230 Project Reimbursement Claim for Stipends form.

|                                |
|--------------------------------|
| Date Submitted                 |
| Name of Building Administrator |
| School                         |
| TSSG Project Name              |

| Name of Mentor | Date Paid | Check number |
|----------------|-----------|--------------|
|                |           |              |
|                |           |              |
|                |           |              |
|                |           |              |
|                |           |              |
|                |           |              |
|                |           |              |
|                |           |              |

I verify that the above mentors have completed all requirements and request payment of the stipend for:

- Spring 2010     
  Fall 2010-11     
  Spring 2010-11

|                                     |
|-------------------------------------|
| Signature of Building Administrator |
| <b>X</b>                            |

|                                  |
|----------------------------------|
| Signature of Project Coordinator |
| <b>X</b>                         |

All forms for the Teacher Support System Mentoring Grant can be found online at <http://www.nd.gov/espb/profdev/forms.html>.