



## **Statewide Bond/Pay-As-You-Go Interim Request Process**

The Centers of Disease Control and Prevention, and the Rhode Island Department of Health recommend social distancing in effort to reduce risk of infection with COVID-19. As we strive to keep our students and community healthy and safe during this pandemic, the School Building Authority at the Rhode Island Department of Education has updated the Pay-As-You-Go funding request process, to continuing to support students and LEAs while facilitating much needed school construction projects. This interim process allows for virtual or offsite project verification and progress payment approval.

Effective March 19, 2020, LEAs seeking Pay-As-You-Go funding on approved projects can follow the request process outlined below. Alternatively, LEAs have the option to hold invoices until social distancing restrictions are lifted and request in person verification at that time.

### **Interim Pay-As-You-Go Request Process – Effective March 19, 2020**

1. Compile all paid invoices related to your approved project.
2. Provide the [Progress Payment Request form](#) as your cover sheet including all appropriate signatures.
3. The following items are required if not previously submitted:
  - a. Schedule of your project(s)
  - b. Monthly cash flow of your project(s)
  - c. Meeting Minutes from your Schematic Design review at RIDE
  - d. Meeting Minutes from your Design Development review at RIDE
  - e. Meeting Minutes from your Construction Documents review at RIDE
4. Please provide photos (PDF format) related to the completed work in all areas
5. Questions and Pay-As-You-Go Payment Requests should be sent to [PayGo@ride.ri.gov](mailto:PayGo@ride.ri.gov)