

# MORGAN COUNTY GRANT APPLICATION PROCESS ROUTING FORM

Introduction: To more effectively streamline the grant application process for Morgan County, this form is being required to be sure that all necessary departments have received the appropriate notification of such grants being applied for and processed.

## ORIGINATING DEPARTMENT/OFFICE APPROVAL

Responsible Department: \_\_\_\_\_

Project Name: \_\_\_\_\_

Grant Type: \_\_\_\_\_

CFDA#: (if Federal) \_\_\_\_\_

Total Grant Dollars Requested: \_\_\_\_\_

Total Project Cost: \_\_\_\_\_

\*Responsibilities to include: A draft of the grant application and a written narrative describing the grant to the Board of County Commissioners Office Manager to be provided then to the County Attorney and County Finance Director.

Submitted by: \_\_\_\_\_

Signature of Department Head/Elected Official

Date Submitted: \_\_\_\_\_

ROUTE TO (in the order given):

\_\_\_\_\_ BOARD OF COUNTY COMMISSIONERS OFFICE MANAGER

Date Received

Comments: \_\_\_\_\_

\_\_\_\_\_ COUNTY ATTORNEY'S OFFICE

Date Received

Comments: \_\_\_\_\_

\_\_\_\_\_ COUNTY FINANCE DIRECTOR'S OFFICE

Date Received

Comments: \_\_\_\_\_

APPROVED BY: BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Signature of Chairman

\_\_\_\_\_  
Date

**\*THIS ROUTING FORM MUST ACCOMPANY ALL GRANT APPLICATIONS**