

Collin County Grant Summary Form

Department Name Auditor's Office		Submit completed form along with one electronic copy of the grant application and all supporting documentation to the Auditor's Office not less than 14 days prior to the scheduled Commissioner Court meeting. If you have any questions contact Janna Caponera at (972) 548-4638 .				
Contact Person (Grant Liaison) Janna Caponera						
Title Grants Manager	Phone / Extension x4638					
Grant Description						
Grant Title and Funding Year Court Records Preservation, Fall 2018			Funding Source <input type="checkbox"/> State <input type="checkbox"/> Federal <input checked="" type="checkbox"/> Other: <u>Foundation</u>		Application Type <input checked="" type="checkbox"/> New Grant <input type="checkbox"/> Renewal <input type="checkbox"/> Amendment	
Grantor (include sub-granting agencies) Texas Bar Historical Foundation			Payment Method <input type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Other:			
Application/Award Deadline November 30, 2018	Requested Comm. Court January 7, 2019	Grant Period December 1, 2018 to September 30, 2019				
Brief Description Funds to assist in perservation of historical county court records dating between 1876 - 1880						
Grant Categories / Funding Sources	Federal Funds	State Funds	Local Funds	County Match	In-Kind Match	Total
Personnel						\$ -
Operating			\$ 8,000.00			\$ 8,000.00
Capital Equipment						\$ -
Indirect Costs						\$ -
Total	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00
# of FTEs						0

Performance Measures	Current FY Progress to Date				Next FY
Applicable Outcome Measures	Q1	Q2	Q3	Q4	Projected

The Department named above is applying for the Grant Program named above, and if awarded, will accept full responsibility for the management of any funds awarded to the County under this grant, and will adhere to any policies and procedures set forth by the Grantor and its related agencies or agents, as well as those of the County, and its financial and administrative departments. To that end, please find enclosed the following items for initial review:

- ☒ Grant Summary Form
- ☒ Memo of request to Commissioner Court for application/award acceptance and approval
- ☒ Electronic copy of the original, completed application/award
- ☐ Approval to apply Court Order (for award only)
- ☒ All attachments, back-up documentation or amendments to be submitted to the Grantor

Completed by: <u>Jeff May</u>		
Department Head / Designee Printed Name	Signature	Date

Grant Resource-Benefit Summary

Grant Title Court Records Preservation, Fall 2018	Contact Person (Grant Liaison) Janna Caponera	
Grant Period December 1, 2018 to September 30, 2019	Phone / Ext x4638	Department Auditor's Office

☐ Preliminary
☐ Final

COUNTY RESOURCES REQUIRED

Match	Amount	Identify Match Source
1) Cash	\$ -	
2) In-Kind	\$ -	
<input checked="" type="checkbox"/> No Match Required		

Implementation / Start Up	Amount	Description
1) Equipment		
2) Training		
3) Inter-departmental / Other:		
<input checked="" type="checkbox"/> No Implem / Start-up Costs		

Operational / Maintenance	Amount	Description
1) Recurring Maintenance		
2) Salary / Benefits		
3) Continuing Ed / Training		
4) Office / Program Space		
5) Travel		
6) Other:		
<input checked="" type="checkbox"/> No Oper / Maintenance Costs		

NON-COUNTY RESOURCES REQUIRED

Match	Amount	Identify Match Source
1) Voluntary / Donation		

Benefits to County and Citizens

\$8,000 to restore and preserve historical county court records