

CITY OF EUREKA

Category: ADMINISTRATION

POLICIES & PROCEDURES

Subject: PREPARATION OF GRANT
APPLICATIONS

Date Adopted: January 1, 1976

File 1.04
Number

POLICY OBJECTIVE

To better coordinate the preparation of grant applications with the City's budgetary process.

ASSIGNED RESPONSIBILITY

City Manager and all Department Heads.

APPLICABILITY

Applicable to departments involved in grant applications.

PROCEDURES

1. All prospective grants shall be discussed with the City Manager to insure that matching funds are available and the grant application conforms to capital project priorities.
2. No grant application shall be prepared without prior authorization by the City Manager.