

YS/OJJ

GRANTS ADMINISTRATION PROGRAM

ASSIGNED ROLES/GRANT APPLICATION PROCESS

Grant Title:

Grant #:

CFDA #:

Funding Opportunity #:

Assignments of Roles are as follows:

- Chief Writer;
- Contributing Writer;
- Researcher;
- Collector of Support Letters;
- Budget Preparer;
- Timeline Preparer; and
- Logic Model Preparer; etc

Assigned Employee: _____ Role: _____ Due Date: _____

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Assigned Employee: _____ Role: _____ Due Date: _____

Assigned Employee: _____ Role: _____ Due Date: _____

Assigned Employee: _____ Role: _____ Due Date: _____

Assigned Employee: _____ Role: _____ Due Date: _____

Assigned Employee: _____ Role: _____ Due Date: _____

Assigned Employee: _____ Role: _____ Due Date: _____

COMMENTS: _____

CO Grants Monitor _____ Date _____

c: Grant Participants