

## GRANT SUMMARY NOTIFICATION

JD-ES-185 Rev. 10-19

STATE OF CONNECTICUT

**SUPERIOR COURT**

www.jud.ct.gov



### Instructions to Division Pursuing Grant Funds

1. Complete Part 1 as soon as division determines it will pursue grant funds.
2. Forward completed form to Judge Support Services at address below.

### Instructions to Other Divisions

1. Complete Part 2.
2. Forward both pages of completed form to Judge Support Services at address below before the Reply due date shown in Part 2.

**To: Judge Support Services, Grants Management Unit, 90 Washington St., Third Floor, Hartford, CT 06106 Fax: 860 706-5086**

## Part 1 – Summary *(To be completed by division prior to developing a concept paper/grant application)*

Name of funding source and name of funding program <i>(If available)</i>	Due date to funding source	Proposed amount
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Proposed project name

Proposed project period From <i>(Date)</i> _____ To <i>(Date)</i> _____	Expected date for state pick-up request	Number of proposed positions
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Estimated associated technology needs *(e.g., equipment, licenses, technology support, maintenance)*

Lead division	Project director
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Division(s) potentially impacted *(Select all that apply)*

☐ Administrative Services ☐ Court Support Services ☐ External Affairs ☐ Information Technology ☐ Superior Court Operations

Summary of proposed project *(Be specific - describe the program goals and identify budget categories that will be used in this project. Attach additional sheets if necessary)*

☐ continued on back/page 2

Completed by <i>(Name and Title)</i>	Date
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## Part 2 – Impact Statement *(To be completed by each Branch division)*

Reply due date	<i>Provide comments or concerns (including support or objection) as to the impact the proposed project will have on your division's operations. Continue on back/page 2 or attach additional sheets, if necessary. If there is no significant impact on your division check the box provided below.</i>
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From *(Name of Division)*

☐ Administrative Services ☐ Court Support Services ☐ External Affairs ☐ Information Technology ☐ Superior Court Operations

☐ No Significant Impact

Comments/Concerns

☐ continued on back/page 2

Completed by <i>(Name and Title)</i>	Date
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## Part 3 – Approval of Chief Court Administrator

Concept approved for further development: <input type="checkbox"/> YES <input type="checkbox"/> NO	Signed <i>(Chief Court Administrator)</i>	Date signed
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**From (Name of Division)**

☐ Administrative Services   ☐ Court Support Services   ☐ External Affairs   ☐ Information Technology   ☐ Superior Court Operations

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**Continuation of**

☐ Project Summary   ☐ Impact Statement   ☐ Other Comments