



ARPA GRANT AUTORIZATION

DELEGATED AUTORIZATION | PROCESS APPROVALS

1. Individuals with authority to sign:
 - a. If the Awarded Local Government will be allowing individuals other than the principal executive officer or ranking elected official (*i.e. mayor or utility director*) to sign off on contract related items, the below information must be provided for each individual. An Authorization Letter from the principal executive officer or ranking elected official specifying individual(s) listed in the grant proposal have the authority to sign in place of the principal executive officer or ranking elected official must be uploaded below.
 - b. Detailed information:
 - i. Printed Name
 - ii. Title
 - iii. Phone
 - iv. Date Signed
 - v. Email
 - vi. Name of Person Granting Authorization to Certify
2. Require proof for each authorized signer
 - a. Boilerplate Delegated Authorization Letter ([Download](#))

GRANT APPLICATION APPROVAL

1. Letterhead providing Brian Hazelet approval to submit the grant on behalf of the applicant
 - a. A signed letter on Applying Organization letterhead from the authorized signatory for the Applicant indicating the approval of the submission.
 - b. Boilerplate Application Authorization Letter ([Download](#))