

From: [Gill, Anthony E \(Justice\)](#)
To: [Linda Gorton - Mayor](#); [Jeremiah Harville](#); [Charlie Lanter](#)
Cc: [Leann Arnold](#)
Subject: VOCA 2020-2021 Award Documents in Creation for VOCA-2020-LFUCG Stre-00008
Attachments: [image004.png](#)
[image005.png](#)
[VOCA Award Conditions 2020 FINAL.pdf](#)

Greetings!

Please log into Intelligrants and check the status of your application. Once your application has been moved to "[Award Documents in Creation](#)" status, you will be able to sign your Award Binder, officially accepting your VOCA award for the 2020-2021 grant year. **Please review the instructions below carefully, as the process for accepting your award has changed.**

Your award cannot be approved until the Award Binder page has been completed, with certification of acceptance of Award Conditions and the electronic signatures of all three officials from the Contact Information page.

To access your award binder:

- Open your 2020 VOCA application and select [Award Binder Page](#).
- ***Make sure to read the Award Conditions in their entirety as they include important information on the grant and have changed from last year.***
 - You may review the attached Award Conditions document, as it is identical to the conditions in Intelligrants. However, the Award Binder page in Intelligrants is the document of record.
- After reviewing the special conditions, have the **Project Director** and **Financial Officer** from the Contact Information page add a note stating that they have seen and reviewed the award conditions.



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- Then the **Agency Representative/CEO** from the Contact Information page, or their designee, should check the boxes at the bottom of the page certifying acceptance of the Award Conditions, e-sign and date the Award Binder page.
- Make sure to change the status to "[Award Documents In Process](#)". GMD staff will be notified that this step has been completed.

Thank you,

Nick

"If thou wilt receive profit, read with humility, simplicity, and faith; and seek not at any time the fame of being learned." – Thomas a Kempis

Anthony "Nick" Gill

Grants Program Branch Manager



[Grants Management Division](#)

125 Holmes St

Frankfort, KY 40601

502-564-8218

Office Hours: M-F 8am-4:30pm ET

[COVID-19 FAQ for Victim Service Providers](#)



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