

Grants Process

The 2008 State Legislature established new provisions and guidelines for the state's grants review process, through the passage of House Bill 319, *Review and Approval of Grants*. Applicants may also look in statute for additional information (see 63J Chapter 7 – Grants from Persons or Corporations).

To meet the provisions and guidelines, the following steps must be taken every time an agency is considering applying for or accepting a grant from a private individual or corporation:

1. Complete a Grant Application form from the grantor, if applicable.
2. Complete a Non-Federal State Budget Impact form, NFSBIF (form on governor.utah.gov/gopb/Budget).
3. Email, fax, or mail the grant application (if applicable) and the NFSBIF to the Governor's Office of Planning and Budget (GOPB) Grants Analyst.
Email: stategrants@utah.gov
Fax: (801) 538-1547
Mail: Office of Planning and Budget
Grants Analyst
State Capitol, Suite 150
Salt Lake City, UT 84114-2210
4. GOPB will review the forms and assign a State Grant Identification (SGI) number for tracking purposes.
5. The SGI number will be emailed, faxed, or mailed back to you.