

HAMPTON VA

Grant Routing Sheet

COMPLETED GRANT OVERVIEW PROPOSAL MUST BE ATTACHED BEFORE ROUTING IS INITIATED

Date Routing Initiated: 7/19/2022 Application Due Date: 9/30/2022

Originating Department: Healthy Families\ITC Department No.: 02-552

Submitter's Name: Cindy Burgess Direct Telephone No. (757) 727-2716

E-mail Address: cburgess@hampton.gov

Grant Title: Early Intervention Services for Infants and Toddlers with Disabilities

Other Participating Departments: N/A

BEFORE COMPLETING AN APPLICATION:

1. READ THE GENERAL INSTRUCTIONS. CB (Submitter's Initials)
2. COMPLETE GRANT PROPOSAL OVERVIEW. CB (Submitter's Initials)
3. DEPARTMENT HEAD
ORIGINATING DEPT. Dr. Tamara Temoney-Porter Tamara Temoney-Porter 7/19/22
Print Name Signature Date
4. ASSISTANT CITY
MANAGER Steven Bond _____
Print Name Signature Date

BEFORE SUBMITTING AN APPLICATION TO THE AWARDING AGENCY:

5. PREPARE INITIAL DOCUMENTATION PACKAGE FOR REVIEW TO INCLUDE (EITHER HARD COPY OR ELECTRONIC): ALL DOCUMENTS RELATED TO THE GRANT, INCLUDING, BUT NOT LIMITED TO INSTRUCTIONS, ATTACHMENTS, EXHIBITS, GRANT DOCUMENTS, PRIMARY GRANT (IF SUBAWARDEE). CB (Submitter's Initials)
6. COMPLETE APPLICATION EXCEPT NECESSARY SIGNATURES. CB (Submitter's Initials)
7. CITY ATTORNEY Olivia Alexander _____
Print Name Signature Date
8. BUDGET DIVISION Lori Green _____
Print Name Signature Date
9. HUMAN RESOURCES Shikyra Dailey _____
Print Name Signature Date

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7. CITY ATTORNEY Olivia Alexander
Print Name _____ Signature _____ Date _____
8. BUDGET DIVISION Lori Green
Print Name _____ Signature _____ Date _____
9. HUMAN RESOURCES Nicole Clark
Print Name _____ Signature _____ Date _____
Digitally signed by Nicole M. Clark
Date: 2022.07.28 21:40:56 -0400

ITC Grant Routing Form Approvals

From: Bond, Steven <sbond@hampton.gov>
Sent: Tuesday, July 26, 2022 9:50 AM
To: Burgess, Cynthia <cburgess@hampton.gov>; Temoney-Porter, Tamara <tamara.temoney@hampton.gov>; Alexander, Olivia <olivia.alexander@hampton.gov>; Green, Lori <lgreen@hampton.gov>; Daughtrey, Karl <kdaughtrey@hampton.gov>; Dailey, Shikyra <shikyra.dailey@hampton.gov>; Parker, Patricia <pparker@hampton.gov>
Cc: Hayden, Chenequa <chayden@hampton.gov>
Subject: RE: FY 2023 IDEA Local grant contract

CMO approves

Steven D. Bond, Esq.

Assistant City Manager

8th Floor, City Manager's Office

22 Lincoln Street, Hampton, VA 23669

Phone (757) 727-6392

Fax (757) 728-3037

sbond@hampton.gov

From: Green, Lori <lgreen@hampton.gov>
Sent: Tuesday, July 26, 2022 10:08 AM
To: Burgess, Cynthia <cburgess@hampton.gov>; Bond, Steven <sbond@hampton.gov>; Daughtrey, Karl <kdaughtrey@hampton.gov>; Dailey, Shikyra <shikyra.dailey@hampton.gov>
Cc: Hayden, Chenequa <chayden@hampton.gov>
Subject: RE: FY 2023 IDEA Local grant contract

Good Morning, the Budget Division approves.

Thank you.

From: Daughtrey, Karl <kdaughtrey@hampton.gov>
Sent: Tuesday, July 26, 2022 9:48 AM
To: Burgess, Cynthia <cburgess@hampton.gov>; Bond, Steven <sbond@hampton.gov>; Green, Lori <lgreen@hampton.gov>; Dailey, Shikyra <shikyra.dailey@hampton.gov>
Cc: Hayden, Chenequa <chayden@hampton.gov>
Subject: RE: FY 2023 IDEA Local grant contract

Finance approves.

From: Alexander, Olivia <olivia.alexander@hampton.gov>
Sent: Tuesday, July 19, 2022 1:29 PM
To: Burgess, Cynthia <cburgess@hampton.gov>
Cc: Brown, Elaine <elaine.brown@hampton.gov>
Subject: RE: FY 2023 IDEA Local grant contract

I reviewed what you sent me back in April and I don't have any issues with the additional edits, below.
Good to go for Council from legal.

From: Parker, Patricia <pparker@hampton.gov>
Sent: Wednesday, July 20, 2022 6:16 PM
To: Burgess, Cynthia <cburgess@hampton.gov>
Subject: RE: FY 2023 IDEA Local grant contract

Risk approves. Thank you!

Patricia L. Parker, ARM

Risk Manager

City of Hampton

Department of Risk Management

(757) 727-6386

