

Agreement # TBD

Legistar # 24-1509

# AGREEMENT CONTRACT ROUTING SHEET

Date Prepared: 08/14/2024

Need Date: 08/23/2024

**PROCESSING DEPARTMENT:**

Department: CAO: Central Fiscal  
Dept. Contact: Ambria Hamilton  
Phone: x5147  
Department Head Signature: Kerri Williams-Horn

Digitally signed by Kerri Williams-Horn  
Date: 2024.08.15 07:17:07 -07'00'

**CONTRACTOR:**

Name: USDA Rural Development  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Org Code: 0200000  
Project # \_\_\_\_\_  
(if applicable): 02ADMIN-C72INTFUND  
Funding Source: N/A

**CONTRACTING DEPARTMENT:** CAO - Admin and Budget

Service Requested: Review and Approval

Description: Grant Funding Agreement for USDA Rural Business Development Grant and associated pre-award documents

Contract Term: 10/01/24 - 09/30/25 Contract Value: \$ 75,000.00

**COUNTY COUNSEL:** (Must approve all contracts and MOU's)

Approved:  Disapproved:  Date: 08/23/2024 By: David Livingston  
Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

Digitally signed by David Livingston  
Date: 2024.08.23 16:24:58 -07'00'

**HR APPROVAL:** WILL BE REVIEWED THROUGH WORKFLOW

**RISK MANAGEMENT:** WILL BE REVIEWED THROUGH WORKFLOW

PLEASE EMAIL SIGNED DOCUMENT TO:

Thank you!