

# Utah Board of Juvenile Justice (UBJJ)

## General Grant Information/Instructions

Funding is limited to Utah-based programs. Continuation programs are defined as programs that are currently receiving funding from the Utah Board of Juvenile Justice. If you have questions, please contact Reg Garff, Juvenile Justice Specialist, at [rgarff@utah.gov](mailto:rgarff@utah.gov) or call 801-538-1372.

Before you begin, read the guidelines to better understand the program requirements and allowable expenses for your grant program. If you are applying for more than one grant program, you will need to submit an application for each grant program.

The grant application may need to be manually reformatted depending on your printer set up.

### ***The Application Process***

1. Complete and print the application, review the checklist, and obtain the appropriate signatures.
2. Make a copy of the grant application for your files and submit the original with the required number of copies by the deadline. Faxed applications and postmarks will not be accepted. Section III: Certification and Assurances should only be attached to your original. There is no need to attach copies of the Certification and Assurances to your additional copies.
3. All applicants will be notified by mail once the Utah Board of Juvenile Justice has made a final decision regarding funding.