



COLORADO
Department of Local Affairs
Division of Local Government

10/31/2018

Catalina Esquivel
City of Commerce City
7887 E 60th Ave
Commerce City, CO 80022

RE: DCFA-18-016 Commerce City Court Appointed Counsel 2018
Notice of Intent to Award Funds and Next Steps

Dear Catalina Esquivel:

The Colorado Department of Local Affairs has reviewed your application for the Defense Counsel First Appearance Grant Program. As DOLA's Executive Director, I am pleased to inform you that I approve of your selection to receive a grant in the amount of \$18,000 to assist with reimbursement of such expenses.

Should you choose to accept this award, we kindly ask that you complete and return the W-9 (required), and the EFT form (optional) included in this packet.

Your new Grant Agreement will be unilaterally signed by the State and issued as a "Grant Award Letter including Terms and Conditions". Grantees of these funds do not need to sign and return the document packet to DOLA. You will receive the fully executed Grant Award Letter including Terms and Conditions packet via email only. Also included with the packet will be instructions on how to submit your reimbursement requests using DOLA's online portal. Your submittal of reimbursement requests is your acceptance of the Grant Award Terms and Conditions.

Please contact the Program Manager, Shawn Marandi, at (303) 864-8479 for information on how to proceed. Expenditure of State funds prior to the contract being fully executed cannot be included in the contract budget or reimbursed by the State. Per our program guidelines, this offer is valid for one year from the date of this letter.

Thank you for your interest in the Defense Counsel First Appearance Grant Program.

Sincerely,

Irv Halter
Executive Director

CC: Alison Williams Helm, Financial Assistance Manager, DOLA

