

June 15, 2015

Becky Perrin
City of Corpus Christi
P O Box 9297
Corpus Christi, TX 78469

Dear Ms. Perrin:

We are pleased to inform you that the Senior Companion Program (SCP) sponsored by City of Corpus Christi has been selected to receive an award under the recent competition held for SCP grantees.

You have been approved for an additional \$60,060 in funds for the current budget year of your three-year grant, making your total grant for the current budget year \$324,067. The funds will be awarded effective 7/1/2015 for a 12-month period ending 6/30/16.

In order to process this increase in funding, we need you to amend and submit your current grant as soon as possible and no later than Monday, June 22. We have created an amendment for you in eGrants. Here are the steps for completing the amendment:

Program director should log into eGrants –

1. Under My Grants/Applications, click on “Returned to grantee.”
2. You will see Application ID 15SC175488.
3. Click on edit, then click on narratives. From the list of narrative sections, click on Other. Scroll to the end of the existing text in the Other section and add the following heading “AUGMENTATION FUNDING – VSY Competition”
4. Under this heading, copy and paste all of the text from the narrative portion of your original application submitted for increased funding.
5. Add the work plan included in the original application to the existing work plans – in the community need box, add the words “AUGMENTATION FUNDING – VSY COMPETITION” before the rest of the text describing the community need.
6. Add to the existing budget the funds in the appropriate categories that were included in the original application – when possible, label the line items as VSY AUGMENTATION FUNDING prior to the complete description of the funds.
7. Once changes are completed, validate the budget (under Section 2 of the budget).

The authorized representative should then log into eGrants.

Under My Grants/Applications, click on "Returned to grantee."
You will see Application ID 15SC175488.
Click on edit to make changes.
Click on Authorize and Submit.
Check I Agree wherever this option is available.
Click on Verify this Grant Application.
Click on Return to PO (from Applicant).

Please let Ben Alamprese, Program Officer know when changes are completed and the amendment has been submitted. His email address is balamprese@cns.gov. Please contact him with any questions about the amendment. Thank you and congratulations on your successful application.

Sincerely,

Katy Dooley
Acting State Program Director, Texas State Office
Corporation for National and Community Service

cc: Debbie Crites, SCP Director