**JUVENILE COURT JUDGES’ COMMISSION**

GRANT APPLICATION FY 2013-14

# CHECKLIST

**1 - Scan copy of signed forms listed below and return via email to** [**rtomassini@pa.gov**](mailto:rtomassini@pa.gov)

**2 - Return signed and dated original hardcopy of all forms listed below via mail to:**

Juvenile Court Judges’ Commission

Pennsylvania Judicial Center

P.O. Box 62425

Harrisburg, PA 17106-2425

* Equitable Compensation Letter
* JPS Financial Statement
* SPS Financial Statement
* D & A Financial Statement
* JJSES Implementation Plan
* Juvenile Probation Services Grant/Proposed Budget

**3 - Complete electronic copy and return via email to** [**rtomassini@pa.gov**](mailto:rtomassini@pa.gov)

* Schedule of Staff Salaries

**4 - Upon receipt, acquire signatures, date and return as per address on form**

* Award Notification/Invoice   
  **MAIL Form Only**.

Do not include transmittal letter or other documents.

**IT IS REQUESTED THAT ALL FORMS, INCLUDING SCANNED COPIES OF SIGNED FORMS, BE SUBMITTED TOGETHER AND IN PDF FORMAT**