

## **Submission of Grant Proposals to External Funding Sources**

Issued by: February 28, 1989  
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Administrative Director

In the preparation of grant proposals to external sources for funding of Judiciary programs and projects, please note that it is Supreme Court policy for the Court to receive advance notice and exercise preliminary reviewing approval of all proposals. No proposal should be submitted to an external source prior to receipt of such approval.

Please note, further, that the review of grant proposals is normally undertaken at the Court's regularly scheduled Administrative Conferences. In order to ensure an adequate opportunity for the Court to receive and consider proposals, they should be sent sufficiently in advance of the filing deadlines imposed by the funding source.

### **EDITOR'S NOTE**

As reflected in the September 10, 1996 SCAC minutes: "The Court determined that it would delegate to the Administrative Director responsibility for reviewing and approving grant applications. The Administrative Director will continue to forward to the Court those grant applications which, by virtue of their subject matter or dollar amount, implicate significant policy decisions which require the Court's review and approval."

The Administrative Director has developed a pre-submission review protocol for this purpose, including a standardized summary cover sheet.