

II.E. GRANT APPLICATION WEBINAR WORKSHOPS

AZDA staff may conduct SCBGP webinar workshops to present the grant program to potential applicants and provide information on how to apply for grant funds. Applicants are strongly encouraged to participate as it will help assure that you have the most up-to-date information available. If you are unable to attend a workshop via the web, you may attend in person at the location listed below.

NOTE: Please contact an SCBGP Coordinator to register at least 1 day prior to the workshop you plan to attend either via the web or in person. Instructions for web participation will be given upon registration.

The dates, locations and times of the workshops are as follows:

| DATE | TIME | LOCATION |
|-----------------------------|--|--|
| Wednesday March 11, 2020 | 9:00am – 11:00am or 2:00pm – 4:00 pm | Arizona Department of Agriculture 1688 West Adams Street Room 206 Phoenix, AZ 85007 |

II.F. CONTACT INFORMATION

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II.G. APPLICATION PACKET DUE DATE FOR EARLY REVIEW

Applicants may submit application packets early to be reviewed for **screening criteria compliance and completeness only** by AZDA staff. AZDA staff will only review and verify that the application packet includes all items in the SCBGP Checklist (**Appendix A**) and is therefore complete. All application packets submitted for early review must be received by **11:59:59 p.m. (MST) on Friday, March 27th**. This will allow time for AZDA to review the application packet and alert the applicant if any required information is missing. The applicant will then have the opportunity to submit the missing information prior to the final application packet due date. **Please follow instructions in Appendix G of this manual to submit application packets for early review.**