**Intergovernmental Review:** If the funder’s guidelines state that the program is subject to Executive Order 12372 you must request a "state application identifier" (SAI) from the State of Texas Central Point of Contact (SPC) before you submit your proposal.

**State of Texas Single Point of Contact:**
Denise Stines Francis,
Office of the Governor
Division of Budget, Planning & Policy
P.O. Box 12428
Austin, TX 78711
512.305.9415 (voice)
512.936.2681 (FAX)
dfrancis@governor.state.tx.us
State Grants Team: [http://www.governor.state.tx.us/divisions/grants](http://www.governor.state.tx.us/divisions/grants)

There is typically a placeholder/data element entitled “state application identifier” on the SF 424. The assigned number should also be entered in this box. This is the State’s tracking number assigned to your proposal for our intergovernmental review process.

You will also need to provide the information below to the SPC:

1) Federal/State program name and Catalog of Federal Domestic Assistance (CFDA) number for the program that you are applying for;

2) Name of Federal/State Funding Agency;

3) Is this a new or continuation application;

4) Due date for submittal of application to funding agency;

5) Deadline date for Intergovernmental Review (this date or number of days should appear in the proposal guidance/instructions);

6) Name and ADDRESS of the applicant organization;

7) Name, telephone number, title and email address of the project contact person;

8) Brief description of the proposed project including target population and geographic area to be served (list all counties served by the project); and

9) Proposed budget, if available. Breakout of the budget: federal request, applicant match if any, other funds contributed toward the project.

If your application is selected for review, we will provide guidance concerning the number of COPIES of the final application document that your agency will need to provide for use in the State's intergovernmental review process which runs concurrently to the federal review process.