



**LEGAL SERVICES CORPORATION**  
**FY 2012 Grant Assurances and Certification Email-Notification**

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Please give this e-mail notification to the executive director (or designee) of the program. It informs all competitive grant and grant renewal Applicants about the availability of the 2012 LSC Grant Assurances and the LSC Certification (Form I).

The LSC Grant Assurances and Certification form for calendar year 2012 grants are located at the [www.grants.lsc.gov](http://www.grants.lsc.gov) homepage under "LSC Grants Announcements and Updates." Both documents must be reviewed and signed by the executive director and the governing/policy body chair.

**Note:** Signing the Grant Assurances and Certification does not guarantee that the Applicant will receive a grant.

**Instructions:**

- Retain the signed Grant Assurances with the Applicant's other 2012 LSC grant documents. Do not return the 2012 Grant Assurances to LSC.
- Return the signed 2012 Certification to LSC. The deadline for returning the 2012 Certification is August 19, 2011.
- Once the Certification is signed, convert it to a PDF file and transmit it to LSC using the upload site at [www.grants.lsc.gov](http://www.grants.lsc.gov).
- Use only the Applicant number and "Form-I" as the file name. For example, if the Applicant number is 111000, the PDF file name would be 111000FORM-I.pdf.
- For questions about Form – I, Form – C, or the LSC competitive grant and grant renewal process, contact the LSC competitive grants service desk at [competition@lsc.gov](mailto:competition@lsc.gov).
- For questions about uploading Form – I. contact the LSC technical support office at [techsupport@lsc.gov](mailto:techsupport@lsc.gov).