



Natural Resources Conservation Service  
210 Walnut Street, Room 693  
Des Moines, IA 50309-2180

August 13, 2010

## IOWA INSTRUCTION 120-391 – ADMINISTERING GRANTS AND AGREEMENTS

### IA391.0 PURPOSE

This Iowa Instruction provides the Standard Operation Procedure to utilize grants and agreements to accomplish a public purpose.

### IA391.1 SCOPE

These instructions will be followed state-wide.

### IA391.2 FILING INSTRUCTIONS

This Iowa Instruction will be posted on the Iowa NRCS Employee Website, which can be accessed at <http://www.ia.nrcs.usda.gov/intranet/> under the Iowa NRCS eDirectives System section.

*Richard Sims*

Richard Sims  
State Conservationist

Attachment

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(IA Instruction 120-391 First Edition – August 2010)

*Helping People Help the Land*

An Equal Opportunity Provider and Employer

IOWA INSTRUCTION 120-391 – ADMINISTERING GRANTS AND AGREEMENTS

1. PURPOSE:

This Iowa Instruction provides the Standard Operation Procedure to utilize grants and agreements to accomplish a public purpose.

2. BACKGROUND

This process step table is a tool to be used to develop and administer grants and agreements.

3. PROCESS:

Refer to the attached process step table for using grants and agreements to accomplish conservation efforts in the state of Iowa.

*Richard Sims*

08/16/2010

Approved By:

Date:

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Attachment