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**KATIE HOBBS**  
GOVERNOR

**J.M. "JESSE" TORREZ**  
CHIEF EXECUTIVE OFFICER  
GOVERNOR'S HIGHWAY SAFETY REPRESENTATIVE

Chief Kraig Fullen  
Douglas Police Department  
300 West 14th Street  
Douglas, AZ 85607

**PROJECT REFERENCE:**

Grant Agreement Number: 2024-405d-011  
Total Estimated Costs: \$25,000.00  
Purpose of Project: DUI/Impaired Driving Enforcement  
Overtime

Dear Chief Fullen:

Attached is one copy of the referenced Highway Safety Grant Agreement for your review and signature. This is not an authorization to proceed with the project.

Please complete the following steps:

1. Review the entire grant agreement as there have been **significant changes** throughout the agreement;
2. GOHS requires one single-sided copy with an original signature.
3. Have your fiscal staff complete the Reimbursement Instructions (page 24);
4. As Project Director, sign and date the signature page;
5. Obtain the signature of Anna Urquijo, City Manager, City of Douglas as the Authorized Official of Governmental Unit;
6. Return one completed and signed copy to the Governor's Office of Highway Safety, 1700 West Washington Street, Executive Tower, Suite 430, Phoenix, Arizona, 85007.

Please **do not** incur any costs at this time as it would nullify the grant agreement. Once the signed copy is received, I will approve and sign the agreement as the GOHS Chief Executive Officer/Governor's Highway Safety Representative and an original executed grant agreement with a letter of authorization to proceed will be forwarded to you.

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J.M. "Jesse" Torrez, Chief Executive Officer  
Governor's Highway Safety Representative