



**Kentucky Department for Libraries and Archives  
Archives and Records Management Division  
LOCAL RECORDS PROGRAM GRANT  
APPLICATION OVERVIEW (FY24 C2)**

**PROJECT OVERVIEW**

**Local Government Name:** Crittenden County Fiscal Court

**Amount Requested:** \$12,375.00

**Amount Recommended:** \$11,000 (Full Funding)

**Proposed Project:**

- Codification

Meade County Fiscal Court is requesting grant funds from the Local Records Program to codify over 2,000 Ordinances.

**History and Specifications:**

The Crittenden County Fiscal Court has recently received Local Records Program Grant funds to purchase fireproof filing cabinets. Within the past month, the fiscal court and county clerk offices have been permanently relocated to a new building. The Crittenden County Treasurer has been working to organize Fiscal Court records and has submitted destruction certificates documenting the effort.

The Fiscal Court has over 500 ordinances containing over 1,989 pages.

**COMPLIANCE REVIEW**

The current FY24 C2 grant application meets compliance.

The applicant consulted with the Regional Administrator prior to application submission:

Yes  No

**LOCAL RECORDS BRANCH RECOMMENDATION**

**Project Review (725 KAR 1:050):** Section 1: (8) Codification of ordinances for cities and counties. Funds shall be available for production of initial codes but not for code supplements.

**Priority and Urgency:** Mid Priority, Low Urgency

**Project Outcomes:** Codification

**FUNDING RECOMMENDATION**

Based on Compliance Review and LRB Recommendation, the following is recommended:

**Full funding of the proposed project is recommended.**

**Codification of Ordinances (American Legal Publishing)**

This code is to be produced according to the codification steps prescribed by the Kentucky Department for Libraries and Archives (See **Codification Steps Policy for Kentucky Cities Memorandum**, October 8, 2018).

**TOTAL FUNDS RECOMMENDED: \$11,000.00**