

Section 1.1.2: How to Use this Manual

The organizational structure of this manual serves three basic purposes:

1. to present the grants management process in a logical way;
2. to document specific State of Arizona policies and procedures relating to the various grants management activities; and
3. to allow the grant program manager and other State of Arizona users access to information in an efficient and practical manner.

To the extent that any agency or office-level procedures, guidance, or policies conflict with the provision(s) of the manual, the manual is the controlling document, except in cases where approval has been obtained for the deviation from the Statewide Grant Administrator within the Office of Grants and Federal Resources (GFR), per [Section 1.1.3](#).