



**BRAZOS COUNTY
BRYAN, TEXAS**

March 21, 2012

Duane Peters
County Judge
200 South Texas Ave., Suite 332
Bryan, Texas 77803

The Brazos County Commissioner's Court is currently preparing the budget for the 2011-2012 fiscal year. If your organization wishes to be considered for funding this budget cycle, a request for funds along with a 2012 Proposed Agency Budget must be submitted. Please include the salaries for your agency's top two administrative officials.

Attached is a Questionnaire that should be completed and submitted along with the previously mentioned documents. If your agency is approved for funding a contract will be forwarded for your signature and should be returned for processing before a payment will be made to your agency.

Your request, with all required documents should be submitted no later than **Friday, May 20, 2011** to the following address:

Brazos County Budget Office
ATTN: Irene Jett
200 Texas Avenue, Suite # 331
Bryan, Texas 77803

Should you have any questions, please contact Irene Jett at (979) 361-4590 or by e-mail at ijett@co.brazos.tx.us.

Sincerely,

Duane Peters

Duane Peters
Brazos County Judge