

Required supplemental questions

- All applicants must submit a written or typed response to each of the following.
 - The responses must be addressed individually and included with the application on a separate sheet(s).
 - Write your telephone number, including the area code, in the upper right corner of each page, but not your name.
 - Your responses will be used as part of your application evaluation.
- 1. Describe your experience in developing, implementing and monitoring the effectiveness of internal controls in a program, department or agency.**
 - 2. Give examples of your experience budgeting for and operating programs with multiple funding sources, including the relative sizes, types of funding and fund accounting. What challenges did you encounter? How did you assure that dedicated funds were expended only for permitted activities within the program?**
 - 3. Discuss your experience managing grants, including the types of grants and granting agencies. Did any granting agencies rule costs ineligible for reimbursement and how did you resolve this?**
 - 4. What techniques have you used to convey complex financial information to both technical and non-technical audiences?**
 - 5. Describe your experience in recruiting, selecting, evaluating and motivating professional and administrative staff.**