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**Date:** 1/10/2017 9:11:50 AM  
**Subject:** Grant Manager

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Jessica,

I would like to see if we could schedule the following candidates for the Grant Manager position:

1. Lisa Crosby
2. Debra Littlejohn
3. Theresa Baskins
4. Janise Dove
5. Miriam (Ginger) Dukes
6. Ann Harmon
7. Tarsha Gantt

This will provide a good selection. All of these candidates claim to have both grant and SCEIS experience. They are the best out of all that applied.

I have the following dates that meetings and/or leave is scheduled:

1/13/2017 not available after 12 PM  
1/18/2017 not available between 8 AM to 1 PM  
1/25/2017 not available between 8 AM to 2 PM  
1/26/2017 leaving at 2:30 PM  
2/9/2017 not available after 1 PM  
Annual Leave 2/16 & 2/17

We could work one to two interviews on some of these days except for annual leave days.

Thanks,

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