

# Policy Manual (DRAFT)



<b>Title:</b> Grants Compliance	<b>Number:</b> 6Hx2-6.18
<b>Legal Authority:</b> Fla. Statute 1001.64(4)(b)	<b>Page:</b> 1 of 1

## GENERAL STATEMENT

The President of the College is authorized to act as agent for the Board of Trustees in requesting grants for the College directly from funding agencies, i.e. the federal government, state agencies, local agencies and private funding sources such as foundations. Grants and contracts awarded to the College for program support will be officially accepted or rejected by the Board of Trustees at the next regular meeting following receipt of the funder's approval. The action of the Board shall be duly recorded in the minutes to reflect the amount and purpose of the approved grant or contract and the contribution, if any, requested from the College.

## THE POLICY and THE STUDENT

Grants and contracts for program support will be aggressively sought by the College to enhance and supplement the College's resources to provide scholarships and programs that improve access and student learning outcomes.

## THE POLICY and THE FACULTY AND STAFF

Faculty and Staff will be active in the pursuit of and administration of all grants and contracts for program support. The Office of Grants Development will work with each applicable college area as needed. A College employee will be appointed to each grant or contract as project director and this individual is required to work with the College's Grant Accountant to insure that all grant/contract administrative and reporting requirements are followed. All reports must be submitted to the President in a timely manner for review and consideration.

## IMPLEMENTATION and OVERSIGHT

The Chief Financial Officer, the Vice President for Development/Executive Director of the Foundation, and the appropriate level cabinet member are all responsible for the implementation and oversight of this policy; including, in consultation with the Vice President for Human Resources and Equity, the investigation of any alleged policy violations or non-compliance with grants/contract requirements. The President is authorized to establish procedures for the implementation of this policy.

## VIOLATION OF POLICY

All individuals in violation of these established policies may be subject to disciplinary action, up to and including termination.

AGENDA ITEM VII-P  
JUN 23 2009  
ENCLOSURE 4

**History:** Revised as Policy 6.29 on November 18, 1980; reissued on September 21, 1986; revised on December 16, 1986; revised on March 19, 1991; re-numbered on June 18, 1997.

<b>Approved by the Board of Trustees</b>	<b>Date</b> 00/00/00	<b>President's Signature</b>	<b>Date</b> 00/00/00
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