

BOARD OF SCHOOL TRUSTEES

FINANCES

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REVISED POLICY – VOL. 25, NO. 2

~~FEDERAL~~GRANT FUNDS

~~It is the objective of the School Board to provide equal educational opportunities for all students within the CorporationCareer Center. Therefore, it is the intent of the Board to study Federal legislation to enhance educational opportunities, the education's environment, and better physical and mental growth for each student.~~

It is the objective of the Board to provide equal educational opportunities for all ~~Corporation~~Career Center students. Government agencies, as well as foundations, businesses, and individuals, periodically offer both human and material resources to the ~~Corporation~~Career Center that benefit students and the educational program. Therefore, it is the intent of the Board to consider grant proposals and applications for their potential to enhance the educational opportunities, the educational environment, and the physical and mental growth for each student.

The ~~Superintendent~~Director shall review new Federal education legislation and prepare proposals for programs s/he deems would be of aid to the students of this ~~Corporation~~Career Center. The ~~Superintendent~~Director shall approve each such proposal prior to its submission, and the Board shall approve all grants resulting from such proposals.

The Board regards available Federal funds of aid to local school ~~corporation~~Career Centers and communities as a public trust. It forbids the use of Federal monies for partisan political activities and for any use that would not be in accord with Federal guidelines on discrimination. ~~All Federal funds received by the Corporation will be used in accordance with the applicable Federal law. The Superintendent shall ensure that each draw of Federal monies is as close as administratively feasible to the related program expenditures.~~

No Federal funds received by the ~~Corporation~~Career Center shall be used to:

- A. develop or distribute materials, or operate programs or courses of instruction directed at youth, that are designed to promote or encourage sexual activity, whether homosexual or heterosexual;

- B. distribute or ~~to~~-aid in the distribution by any organization of legally

- C. provide sex education or HIV-prevention education in schools unless that instruction is age appropriate and includes the health benefits of abstinence; **or**
- D. operate a program of contraceptive distribution in schools.

Grant Proposal Development

- A. All grant proposals must support at least one (1) ~~Corporation~~Career Center goal or priority.
- B. For projects where grant funds will not cover the entire cost of project implementation, additional fund sources must be identified, documented, and approved during the internal review process.

Grant Proposal Internal Review

- A. Each grant proposal shall be reviewed and approved by the ~~Superintendent~~Director prior to submission to the funding source.
- ~~(-) The Superintendent shall present the following proposals to the Board for approval:~~
 - ~~(-) government-funded proposals, regardless of the amount;~~
 - ~~(-) proposals with budgets exceeding \$_____;~~ or
 - ~~(-) multi-school or Corporation-wide proposals.~~

Grant Administration

- A. The administration of grants will adhere to all applicable Federal, State, and grantor rules and regulations as well as Board policies and administrative guidelines.
- B. The ~~Superintendent~~Director is responsible for the efficient and

- C. The ~~Superintendent~~ Director is responsible for administering grant funds in a manner consistent with underlying agreements, program objectives, and the terms and conditions of the grant award.
- D. The ~~Corporation~~ Career Center, in recognition of its unique combination of staff, facilities, and experience, shall employ the organizational and management strategies necessary to assure proper and efficient administration of grant awards.
- E. All Federal funds received by the ~~Corporation~~ Career Center will be used in accordance with the applicable Federal law. The ~~Superintendent~~ Director shall require that each draw of Federal monies is as close as administratively feasible to the related program expenditures and that, when restricted, such monies are used to supplement programs and funding and not to supplant or replace existing programming or current funding.
- (X) The ~~Superintendent~~ Director is authorized to sign related documents for grant administration, including documents required for submittal of grant proposals.
- ~~(-) Written amendments requiring signature shall be presented to the Board for approval.~~
- ~~(-) Employee positions established through the use of grant funding shall terminate if and when the related grant funding ceases.~~
- ~~(-) Program reports including but not limited to audit, site visits and final reports shall be submitted to the Superintendent for review and distribution to appropriate parties.~~

Fiscal Management

The financial management of grant funds shall be in compliance with all applicable Federal, State, and grantor rules, regulations, and assurances as well as Board policies and administrative guidelines.

The ~~Superintendent~~ Director shall provide for the following:

- A. Accurate, current, and complete disclosure of the financial results of each Federally-sponsored project in accordance with the reporting requirements of the grant.
- B. Effective control over and accountability for all funds, property, and other assets in their use solely for authorized purposes.
- C. Recordkeeping and written procedures as may be required by Federal, State, and grantor rules and regulations pertaining to the grant award and accountability, including such provisions as may be applicable as cost sharing and matching requirements, budget revisions, audit requirements, reasonableness, allocability, and allowability of costs, procurement, property management and disposition, and payment/repayment requirements.
- D. Insurance coverage for real property and equipment, if applicable, equivalent to the coverage obtained for ~~Corporation~~ Career Center-owned property of a similar nature.