

Adopted: May 10, 1999  
School Board Revised: October 23, 2017  
School Board Review: January 27, 2020 [Routine Review / No Change to Policy / Policy Number Change  
[Formerly Policy 623]

Contact Person: Assistant Superintendent

**POLICY 721.1                      GRANTS**

I.        PURPOSE

To ensure that the School Board approves commitments related to grant awards.

II.      GENERAL STATEMENT OF POLICY

The School Board shall vote to accept or reject grant awards. To help the School Board make an informed vote, all grant awards must be financially reviewed by the Executive Director of Finance and recommended for acceptance by the Superintendent.

## Bloomington, MN

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### **REGULATION 721.1 GRANTS**

- I. The proposed outcomes/goals of grant proposals must be aligned with the district mission.
- II. Grant applications must include requests for funds to support the management of the grant if allowed for within the grant application guidelines and appropriate to the proposal.
- III. All grant applications must be reviewed and approved by the Superintendent or designee prior to submission for funding.
- IV. All grants, once awarded, will receive a financial review by the Executive Director of Finance and will be submitted to the School Board for approval.
- V. Grant recipients must designate a responsible person to administer the grant who will regularly communicate with the Assistant Superintendent or designee and the Controller to ensure that the intent, timelines, and financial responsibilities of the grant are met.
- VI. Financial accountability is the responsibility of the grant administrator. Any unspent money will be disbursed per the guidelines of the grants. If overspent, the building/program area will be responsible.
- VII. Accounting practices for grants follow regular district financial practices unless otherwise stated by the grant and approved by the School Board.

Grant Authorization  
Bloomington Public Schools

School/Program \_\_\_\_\_

Grant Title \_\_\_\_\_

Grant Writer/Contact \_\_\_\_\_ Phone \_\_\_\_\_

Amount of Grant \$ \_\_\_\_\_ Matching Amount \$ \_\_\_\_\_

Date Grant Begins \_\_\_\_\_ Date Grant Ends \_\_\_\_\_

Source(s) of Funds \_\_\_\_\_  
(L = Local, R = Regional, S = State, F = Federal)

Number of Students Participating \_\_\_\_\_

Number of Staff Participating \_\_\_\_\_

Number of Parents / Community Participating \_\_\_\_\_

Description of Project:

\_\_\_\_\_ Date \_\_\_\_\_  
School / Program Administrator

\_\_\_\_\_ Date \_\_\_\_\_  
Superintendent or Designee