

Adopted: May 10, 1999
Board Revised: October 23, 2017
Contact Person: Assistant Superintendent

POLICY 623 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.

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REGULATION 623 GRANTS

- I. The proposed outcomes/goals of grant proposals must be aligned with the district mission.
- II. All grant applications must be reviewed and approved by the Superintendent or designee prior to submission for funding.
- III. 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.
- IV. 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.
- V. 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.
- VI. 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