



**Responsible Office:** Office of Accountability

## **BOARD POLICY 3550**

### **GRANT FUNDS**

#### **PURPOSE**

The Board of Trustees ("Board") recognizes the importance of acquiring alternative sources of funding for the Washoe County School District's ("District" or "WCSD") educational and operational programs. The Board encourages cooperation with individuals, governmental and non-governmental organizations, and private foundation sources who desire to provide resources and assistance to the District through grant funding. This policy, and its associated governing documents, shall establish the procedures related to seeking and receiving grant funding for the District.

#### **DEFINITIONS**

1. A grant is an agreement with a foundation, local, state, and/or federal government agency, corporation, or other external source that provides funds restricted for a particular purpose over a defined period of time.

#### **POLICY**

1. This policy and any associated regulations and procedures apply to any grant of funds awarded directly to the District, to include District departments, schools, or an employee applying for grant funding in their capacity as a District employee in which Washoe County School District serves as the fiscal agent for the grant.
2. The Board supports the submission of grant applications for purposes consistent with the following principles:
  - a. The District's mission, vision, goals and core beliefs;
  - b. The District's instructional strategies and priorities;
  - c. Equity in funding uses;
  - d. Compliance with management and/or bargaining unit rights and responsibilities;
  - e. Compliance with any applicable Board policies or administrative regulations of the District to include ethics considerations; and
  - f. Having no conditions that would divert school or District efforts away from the District's primary mission.

3. All facets of the District's grants program shall comply with the policies, regulations, and procedures of the District as well as grantor rules and regulations, and any other applicable state and/or federal laws and regulations pertaining to the fiscal management of a grant.
4. The District's Grants Department shall assist schools and departments with obtaining competitive funding from local, state, and/or federal governmental agencies, private companies, organizations, and foundations for educational and operational programs. This will be done on the basis of when such opportunities are appropriate and feasible. All such processes and funding must go through the Grant's Department in order to ensure compliance with the policies, procedures, and regulations of the District.
5. Grant funds, to include materials or property purchased with such funds, shall become the property of the District. Funds may be expended:
  - a. For any purpose designated by the grantor that is in keeping with the lawful purposes of the District and the school(s) that are to benefit from the grant; or
  - b. For any legal purpose if the grantor designated no specific purpose.
  - c. During the time period specified by the grantor.
6. Where applicable, consideration shall be given to implementation, maintenance, and sustainability for projects where grant funds will not cover the entire cost of the project. This may include identification of additional and/or future funding sources.
7. Grant applications for amounts more than \$100,000 must be submitted to the Board for approval. When possible within the time constraints of the specific grant application, approval shall be obtained from the Board prior to the application being submitted to the granting agency. In such cases, if the Board does not approve a grant application, the application previously sent to the granting agency shall be withdrawn.
8. The Superintendent shall adopt administrative regulations and procedures necessary to implement the provisions of this policy. This may include, but is not limited to, the five phases of the grant process:
  - a. Pre-determination;
  - b. Grant development and sub-mission;
  - c. Approval and program/fiscal set-up;
  - d. On-going program and fiscal monitoring; and
  - e. Final evaluation and fiscal closeout.

**LEGAL REQUIREMENTS & ASSOCIATED DOCUMENTS**

1. This policy reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District.
2. This policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC).
3. This policy complies with federal laws and regulations.

**REVISION HISTORY**

Date	Revision	Modification
12/10/2019	1.0	Adopted: Removed from Board Policy 3280, Gifts, Grants and Donations