



AGENDA ITEM: May 2, 2006

SUBJECT: Approval and adoption of grant application guidelines

REQUEST: That the Board approve and adopt the grant application guidelines

SUMMARY: Presently, all grants require a two-step Board approval process; every grant must come at the time of application and also for the award or acceptance. It is recommended that this agenda process be modified to accommodate those applications coming up for renewal versus new grant applications. The proposed grant guidelines are as follows:

1. New Grants – The two step process will continue.
Step 1 - All applications for new grants must be approved by the Board of Supervisors prior to submission. The agenda item does not need to include the full grant application only a description of the grant, number of staff affected and dollars involved. However, the full application must be provided to the Chairman of the Board prior to signature.

Step 2 -Once awarded, the grant award must be approved by the Board of Supervisors and signed by the Chairman of the Board.
2. Continuing Grants – All continuing grants that have been previously approved by the Board of Supervisors need only be presented at time of award.

Exception: The two step process, application and award approval, will be required for any continuing grant that has significant changes to the grant in the area of program definition, intent, staffing, match ratio or dollar amount.

It is requested that you approve and adopt the grant application guidelines.

FINANCING: No fiscal impact is anticipated.

ADMINISTRATIVE SIGN-OFF:

Brian Haddix
County Administrative Officer

BH:KB:ph

Cc: Jerry Messinger, Auditor/Controller
Kathleen Bales-Lange, County Counsel

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF THE APPROVAL)
AND ADOPTION OF GRANT)
APPLICATON GUIDELINES) RESOLUTION NO. _____

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOREGOING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: C. BRIAN HADDIX
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____

Approved and adopted the following grant application guidelines:

New Grants:

Step 1 - All applications for new grants must be approved by the Board of Supervisors prior to submission. The agenda item does not need to include the full grant application only a description of the grant, number of staff affected and dollars involved. However, the full application must be provided to the Chairman of the Board prior to signature.

Step 2 - Once awarded, the grant award must be approved by the Board of Supervisors and signed by the Chairman of the Board.

Continuing Grants:

All continuing grants that have been previously approved by the Board of Supervisors need only be presented at time of award.

Exception: The two step process, application and award approval, will be required for any continuing grant that has significant changes to the grant in the area of program definition, intent, staffing, match ratio or dollar amount.