



POLICY: 6Hx28:9-06

Responsible Executive: Vice President,
Institutional Planning, Development &
Chief of Staff

Policy Contacts: Assistant Vice
President, Resource Development Office

Specific Authority: 1001.64, F.S.
Law Implemented: 1001.64, F.S.

Effective Date: 05-26-2022

Date of Last Policy Review:
05-26-2022

Grant Funding

Policy Statement:

- I. Valencia College (“College”) pursues external grant funding opportunities to enhance the development of projects and programs that support the College’s mission and strategic goals.
 - II. The District Board of Trustees authorizes the College President or designee to establish and maintain externally funded grant awards and contract provisions in accordance with applicable federal and state laws, rules, and regulations, and Valencia College policies and procedures.
 - III. The College President or designee has the authority to approve or disapprove the submission of all grant proposals for external funding to include terminating a previously approved externally funded program should they find that the program is no longer consistent with the College’s mission or strategic goals.
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**Policy
History:**

Adopted 11-18-1992; Adopted 5-26-2022; Formerly 6Hx28:06-28

Related Documents/Policies:

General Operating System for Grant Awards

Procedures:

- I. The Valencia College Resource Development Office (RDO) is the designated office responsible for all grant related awards and contracts including development, proposal submission, award acceptance, management, and termination of external grant funding projects and programs.
 - a. Grant Development is coupled with the strategic College's impact planning process and the strategies that are prioritized and commissioned by College leadership. Strategies approved by the College leadership guide and prioritize the projects that are developed and processed through RDO. RDO is the liaison between funding sources and the College. To initiate consideration of a funding source or project, faculty and staff should contact RDO before submitting any proposals, documents, or letters of support.
 - b. The Grant Management process is initiated with the award notification and continues through the closeout phase of the grant. The RDO staff will provide support and guidance to the grant project director and project team in meeting the regulatory and compliance regulations of funding sources and College policy.
 - c. For more information on the grant development and management process, contact RDO at grantsadmin@valenciacollege.edu.
 - II. Grant funding records are maintained and stored in accordance with applicable records management laws and respective grant agreements.
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**Procedure
History:**

Adopted 5-26-2022

Date of Last Procedure Review: 05-26-2022