

**POLICY: 6Hx28:9-06**



**Responsible Executive:** Vice President,  
Analytics and Planning 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:** ~~11-18-1992~~05-26-2022

**Date of Last Policy Review:**

~~03-05-2021~~05-26-2022

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## Grant Funding

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### 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.

~~I. Submission of Grant Proposals for External Funding~~

~~All externally funded grant proposals shall be submitted by the president to the District Board of Trustees which shall determine whether the proposed externally funded activities are consistent with the College statements of purpose and statutory mission and~~

~~involve an appropriate balance of instructional and non-instructional activities. The Board shall have the authority to approve or disapprove the submission of all grant proposals for external funding.~~

~~II.—Acceptance of Externally Funded Grants~~

~~All funds awarded to the College by external funding agencies in response to proposals submitted by the College shall be submitted in the form of a budget amendment by the president to the District Board of Trustees. The Board shall have the authority to accept or reject any offer of funding that it deems to be inconsistent with the College's statements of purpose and statutory mission or that involves an inappropriate balance of instructional and non-instructional activities.~~

~~III.—Termination of Externally Funded Programs~~

~~The District Board of Trustees reserves the right to terminate a previously approved externally funded program should it find that the program is no longer consistent with the College's statements of purpose and statutory mission or that the program is resulting in an inappropriate balance of instructional and non-instructional activities.~~

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**Policy History:**

Adopted 11-18-1992; Amended 05-26-2022; Formerly 6Hx28:06-28

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**Related Documents/Policies:**

General Operating System for Grant Awards

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**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 College's strategic impact planning process and the strategies that are prioritized and commissioned by College leadership. Strategies approved by 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](mailto: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 05-26-2022

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**Date of Last Procedure Review:** ~~03-05-2021~~05-26-2022

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