



650 Hawthorne Ave SE, Ste. 130, Salem, OR 97301-5894 Phone: 503-391-9927 Fax: 503-399-5799

## **Grant Limitation Policy**

**2008-05-07**

### **Entity Payout Cap Policy for Grant Programs Amended**

#### **Background:**

Marion Soil & Water Conservation District (Marion SWCD) currently manages three grant programs. Those programs are as follows:

- Conservation Learning Education And Resource grant (CLEAR grant)
- Landowner Assistance Program (LAP)
- Special Project Grant (SPG)

Procedures for these grants are:

- CLEAR grants are submitted to and approved by the Marion SWCD Education & Outreach Committee or at a Board Worksession.
- LAP grants are submitted to the Marion SWCD Program Committee or at a Board Worksession, prior to direct submittal to Marion SWCD Board of Directors for final approval.
- Special Project Grants are initially submitted to the Marion SWCD Program Committee or at a Board Worksession, before final approval by the Board of Directors.

#### **Purpose:**

While each grant has a different intention and purpose, the Marion SWCD seeks to afford the availability of grant funds to a broader range of entities. Therefore, the Board of Directors has established a Grant Limitation Policy (2008-05-07) to cap the total combined payout from all Marion SWCD grant funds that an entity can receive during a fiscal year and during a rolling five (5) fiscal year time period. Payout limitations are reviewed on an as needed basis to ensure the needs of the grant programs are being met.

At a Board Worksession on November 20, 2013 it was recommended to increase the limits to \$7,500 annually and \$20,000 every five (5) fiscal years.

**Definition:**

For purposes of this policy, an **entity** may be defined as:

- Corporation, Limited Liability Company (LLC), or Partnership
  - Farm Corporations
  - Horticultural Nurseries
  - Other Corporate or LLC organization
- Individual Landowner or Land Manager
- Educational Institution (Not a School Grade or a School Classroom)
- Government Agency
- Native American Tribe
- Nonprofit Organization or group – 501 (c) (3) status is not required
- Neighborhood Association
- Community Organization

**Policy:**

A maximum of **\$7,500.00** grant funds from all Marion SWCD programs will be permitted per **entity** during each fiscal year.

- *Example: If an individual landowner has received LAP funds in the amount of \$4,100.00, that individual would qualify for \$3,400.00 more in grant funds through a CLEAR grant or SPG Grant for a total of \$7,500.*

**Policy:**

A maximum in funds for the following SWCD grant programs will be permitted per entity during a specified time period.

- Landowner Assistance Program (LAP): **\$20,000 maximum** payout in any five consecutive fiscal year period.
- Special Projects Grants (SPG): **\$20,000 maximum** payout in any five consecutive fiscal year period.

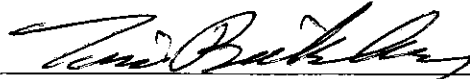
**Accountability:**

In order to maintain record of the amount of grant funds that have been received by an **entity**, and ensure that **\$7,500.00** or **\$20,000.00** limit is not exceeded, a grant tracking folder shall be maintained on the Marion SWCD computer system.

---

The amended policy was adopted by a Unanimous vote of the Board of Directors at its regularly scheduled meeting on **February 20, 2014**

Marion Soil and Water Conservation District



Tim Bielenberg, Chair

Adopted: **May 7, 2008**

Amended: **July 6, 2011**

Amended: **February 1, 2012**

Amended: **February 20, 2014**