



POLICY

2014-02

To: All Employees
cc: Selectboard
From: Brian M. Palaia, Town Manager
Re: Grant Application Policy
Date: March 17, 2014

EFFECTIVE UPON ADOPTION BY SELECTBOARD

PURPOSE: To balance administrative time spent gaining approval for grant authorizations with the need to keep the Selectboard informed of funding opportunities and commitments that may bind the Town to future expenses beyond what is currently budgeted.

PROCEDURE: Advise by summary of an application for a grant or funding opportunity. Obtain by motion of a majority of the Selectboard or by written resolution adopted by the Selectboard.

EXCEPTIONS: In instances where the grant application or funding opportunity is expected to be under \$10,000 and any required match is already specifically funded in a budget approved by the Selectboard and the voters or in a Capital Improvement Plan adopted by the Selectboard, written approval may be given by the Town Manager. Further, any application that provides labor in-kind and requires no commitments of the Town in-kind or financially beyond the present fiscal year may be approved by the Town Manager. The Town Manager will advise the Selectboard of any approved applications that meet these criteria. Notwithstanding this provision, it is recognized that a grantor may still require written authorization of the Selectboard to accept grant applications.

REPEAL: Policy 96-01 requiring all grant applications to be approved by the Selectboard is repealed.

Dated at Milton, Vermont this 17th day of March, 2014

MILTON SELECTBOARD



 Darren Adams, Chairperson



 John Gifford, Vice-Chairperson

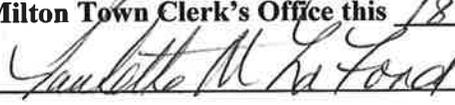


 John Bartlett, Clerk



 Brenda Steady

Filed with the Milton Town Clerk's Office this 18 day of MARCH, 2014

Attest: 

Milton Assistant Town Clerk