

CAMBRIA COMMUNITY SERVICES DISTRICT

TO: Board of Directors

AGENDA NO. **6.F**

FROM: Matthew McElhenie, General Manager

Meeting Date: January 9, 2025

Subject: Consideration of Approval of the Grants Policy
Number 2170 - Amended 1/6/2025

FISCAL IMPACT:

There is no immediate fiscal impact associated with the proposed policy change, but the increased efficiency in submitting grant applications may potentially result in more funding opportunities being secured for future projects.

DISCUSSION:

The current Grants Policy requires all grant applications to be submitted to the Board of Directors for approval before submission. This process has been identified as a potential bottleneck, causing delays in submitting grant applications. The policy was originally designed to ensure oversight and approval by the Board before applications were sent to grantors.

However, as the landscape of grant opportunities has evolved, it has become apparent that requiring board approval before submitting applications may hinder the ability to meet grant deadlines and take advantage of time-sensitive funding opportunities.

Staff is recommending an update to the Grants Policy to remove the requirement that grant applications be submitted to the Board of Directors prior to submission. This change would allow staff to submit applications directly to grantors while maintaining Board oversight in approving grants after the fact. The Board will continue to be informed of all grant submissions and can review and approve grant applications post-submission during regular meetings.

It is recommended that the Board of Directors approve the proposed update to the Grants Policy, removing the requirement for grant applications to be submitted to the Board of Directors before submission to the granting agency, and approve the update if deemed appropriate.

ATTACHMENTS:

1. [Grants Policy Number: 2170](#)



Board Approved on 02/11/2021

POLICY TITLE: Grants Policy

POLICY NUMBER: 2170

This policy applies to grants affecting all CCSD projects, programs, and services except for grants for projects included in the SST (Sustainable Solutions Turnkey) Program.

2170.1 Purpose

2170.1.1 Grants are defined as contracts or agreements whereby the Cambria Community Services District (“CCSD”) receives funding from an outside agency or organization to support a District project, program, or service, and for which the District has fiduciary oversight responsibility.

2170.1.2 It shall be the policy of the CCSD to identify and apply for grants that provide additional financial resources to the District to assist in carrying out its projects, programs, and services. This policy has been adopted by the CCSD Board of Directors to clarify responsibility and authority for applying for grants and to assure that all grants awarded to the CCSD have been thoroughly researched, are financially feasible for the District, and do not create unforeseen financial or other burdens.

2170.2 Applying for grants

2170.2.1 The General Manager shall inform the Board of Directors of all grant applications as soon as possible prior to submission. Application for grants that require matching funds shall be approved by the Board of Directors ~~prior to submission~~. The Board of Directors shall have final approval of all grants awarded to the District, including any required resolutions and budget adjustments. The General Manager shall establish procedures to assure that the processing of grant applications is timely and effective, that the prospective grants directly support the purposes of the District, and that the terms of the grant can be implemented and managed in an efficient and effective manner.