


Idaho Department of Correction 	Policy	Control Number: 126	Version: 2.2	Page Number: 1 of 2
		Title: Grant Management		Adopted: 3-18-1999 Reviewed: 5-20-2011

This document was approved by Brent Reinke, director of the Idaho Department of Correction, on 5/20/11 (signature on file).

Open to the public: ☒ Yes ☐ No

BOARD OF CORRECTION IDAPA RULE NUMBER

None

POLICY STATEMENT

It is the policy of the Idaho Board of Correction that approval shall be obtained prior to applying for or securing federal or private grants.

It is also the policy of the Board that the Idaho Department of Correction (IDOC) shall manage its fiscal responsibilities in accordance with the Governmental Accounting Standards Board's (GASB) Generally Accepted Accounting Principles (GAAP) and the laws of the State of Idaho.

PURPOSE

The purpose of this policy is to communicate the Board's philosophy in regards to assuring the accountability for grant operations and grant program functions.

SCOPE

This policy applies to all procedures created under the authority of this policy and to all employees and contractors of the IDOC.

RESPONSIBILITY

The director of the IDOC and the chief of the Management Services Division are responsible for overseeing the implementation of this policy and the development and implementation of a standard operating procedure (SOP) that identifies grant opportunities and establishes standards for applying for grants, and monitoring and reporting grant problems.

At a minimum, the following must be addressed in the SOP:

- Standards to ensure that grant applications are developed and submitted in collaboration with IDOC staff;
- Standards to incorporate research for new grant opportunities;
- Standards to ensure collaboration with IDOC staff for the purpose of complying with grant requirements, to include reporting requirements; and

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- Standards to facilitate communication with parties involved in grant operations and activities.

REFERENCES

None

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