



College of The Albemarle Policy

Policy Number: 6.2.12

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Title: Review of Grant Funded Projects and Programs

Related Policy and Procedures: 6.2.12.1 Review of Grant Funded Projects and Programs

Division of Responsibility: Business and Administrative Services

I. PURPOSE AND AUTHORITY

The Board of Trustees encourages the pursuit of external funding and grants that support the College's mission, strategic goals, and student success initiatives. The President is authorized to apply for and accept grants on behalf of the College, provided that such grants do not impose an undue financial or administrative burden on the institution.

II. FUNDING CLASSIFICATION AND SCOPE

The College manages two primary types of external funding:

Grants: Funding obtained through competitive or discretionary applications.

Allocations: Formula-based funds distributed by state or federal agencies.

Official Designation: It is recognized that certain funds distributed via formula may be officially designated as "Grants" by the NCCCS or other awarding agencies (e.g., Short-Term Workforce Development Grants). For the purposes of institutional oversight, these are treated as allocations.

III. OVERSIGHT AND PROCEDURAL COMPLIANCE

Regardless of the funding mechanism or designation, all external funds are treated as restricted resources. To ensure compliance with the NCCCS Accounting Procedures Manual and Federal Uniform Guidance (2 CFR 200), the President, or designee, shall establish procedures to ensure:

- A. **Institutional Vetting:** A formal review of all applications and award agreements to evaluate "Assurances," matching requirements, and long-term sustainability.
- B. **Fiscal Rigor:** Mandatory adherence to College procurement and personnel policies, including accurate "time and effort" documentation for all personnel costs.
- C. **Audit Readiness:** Maintenance of comprehensive records for the duration required by the funding agency, state law, and the NCCCS Records Retention Schedule.

Legal Reference: 2 C.F.R. Part 200; N.C.G.S. § 115D-20, [NCCCS Accounting Procedures Manual](#)

June 13, 2023

June 9, 2026

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Date Approved by Board of Trustees

Date of Last Review

Date of Last Revision