



## Policy Approval Form

This is the official approval form for College Policies and Procedures. When completed and signed, this form will reside with the finalized policy. Completed and approved policies will be posted on the College Policies Web site ([www.evergreen.edu/policies](http://www.evergreen.edu/policies)).

**(Proposed) Policy Title:** Grants

**Policy Steward:** Director, Grants Office

### **Summary of New Policy/Changes for Updated Policy**

New policy describes requirements for grant seeking and administration, defines grant acceptance criteria, authorizes procedure for making grant acceptance decisions, and defines roles and responsibilities of grant directors and principal investigators, administrators, and offices engaged in seeking and managing grants. Replaces Grants section of college's existing Fundraising policy.

*Full Policy must be attached.*

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### **Consultation in the Development of this Policy:**

Grants Acceptance Policy Disappearing Task Force (charged June 2024)  
Public forums with faculty, staff, students, and grant practitioners at the college  
Grant and Foundation Relations staff  
Chief Financial Officer and staff  
Grant Accounting staff  
Academic Leadership Team  
Vice President for Advancement and Executive Director of the Foundation  
Executive Leadership Team

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Date of Executive Team Meeting when policy or revision was approved: May 13, 2025

Date Policy posted to Web: May 16, 2025

Updated: July 2024