



PolicyName GrantSponsored Project Activities and Compensation

Policy Number1-20

FunctionalArea(s) ResponsibleAdvancement; Human Resources

Owner(s) of PolicyAdvancement; Human Resources

Most Recent BOT Approval DateNovember 2017

Most Recent Review DateSpring 2023

Most Recent Review RevisionType none minor/non-substantive substantive/extensive

Policy Statement

Grantsponsoredactivitiesmustbealignedwith the goalsandobjectivesof the College'sstrategic plan and approved

o submission deadline.

Reason(s) for Policy.

TheCollegerecognizes that theseactivitiesmaynot be within the regulardutiesof its employees. As a secondary responsibility, they can enhance employees' learning experiences, program quality, and public service. Finger Lakes Community College e Coge

1. All FLC employees must follow the Grant Development Process when submitting a grant that names FLCC as the grantee or subawardee or subcontractor.
2. No College employee has the authority to pursue a proposal on behalf of the College without prior review and signed approval.
3. As the Chief Executive Officer of the College, the College President or their delegated designee, has sole authority to sign official grant documents such as proposals, budgets and budget amendments.
4. The compensation rate for current employees who assume additional responsibilities will be based on the scope of additional responsibilities.

Finger Lakes Community College Institutional Grant
Development Process

Grant opportunities are located and distributed

The Director of Grants Development will research opportunities and forward prospective RFPs (Requests Proposals) to administrators, faculty, and staff. College employees may also