

Procedure III.3009.A.b, Grant Post-Award

Associated Policy

Policy III.3009.A, Grants Management

Procedures

The purpose of the Grant Post-Award Procedure is to ensure that the grant administrative objectives are achieved through a collaborative effort between the Grant Principal Investigators (PI) or Project Directors (PD), departments and members of leadership participating in grant activities, and the Office of Grants Management (OGM). Many internal and external contributors often participate during the post-award life cycle.

To ensure the effectiveness and efficiency of fiscal and grant operations, as well as proper stewardship of federal funding, the San Jacinto Community College District (College) adopts the US Office of Management and Budget's (OMB) Uniform Administrative Guidance Section 200.61 and 200.62. This guidance requires that recipients of federal funding establish and implement a system of internal controls to provide reasonable assurance that awards are managed in compliance with federal statutes, regulations, and terms and conditions of the awards.

Similarly, state awards will use the required Texas Grant Management Standards (TXGMS), which includes Uniform Assurances and the Standard Financial Management Conditions (Uniform Grant Management Standards (UGMS) developed under Chapter 783 of the Texas Government Code.

The College is committed to providing accurate, high-quality, timely and effective grant services to support its mission of excellence in education. Grant awards are made to the College, not to an individual PI or PD; therefore, the College assumes full legal responsibility for ensuring that all funds received through the award are used for the purposes and intent outlined in the conditions of the grant agreement.

The OGM Grants Accounting Team supports and works with the PI or PD for the successful fiscal management of the grant awards. OGM is responsible to ensure that the College is compliant with financial requirements including documentation, audit, and financial reporting for all restricted grant awards. The PI/PD is ultimately responsible for the overall management of the grant project/program, financials, and completion of all required reports and deliverables. The PI/PD and OGM comply with all applicable federal, state, or other funding source regulations, specific grant program and fiscal requirements, terms, and conditions, other required laws and regulations, and the College's policies and procedures governing grants and contracts. The PI/PD and OGM will follow all applicable laws and regulations to manage the grant awards.

Definitions

Grant Principal Investigator (PI)/Project Director (PD): The person designated in a grant proposal as responsible for all grant project development, program and financial administration, facilitation, reporting, and outcomes assessment.

The Office of Management and Budget (OMB): The OMB serves the President of the United States in overseeing the implementation of his or her vision across the Executive Branch and oversees the performance of federal agencies and administers the federal budget.

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. 200): The Uniform Guidance (2 C.F.R. 200) streamlines and consolidates government requirements for receiving and using federal awards so as to reduce administrative burden and improve outcomes.

Date of SLT Approval	April 22, 2021
Effective Date	June 8, 2021
Associated Policy	Policy III.3009.A, Grants Management
Primary Owner of Policy Associated with the Procedure	Vice Chancellor, Fiscal Affairs
Secondary Owner of Policy Associated with the Procedure	Director, Office of Grants Management
