

**GRANT SUPPORT AND SPONSORSHIP POLICY
WATERSHED ALLIANCE OF YORK (WAY), INC.**

ARTICLE I

Purpose

The purpose of this policy is to provide a summary of the procedures and protocols for Board members to consider, write, sponsor, support, and administer grants for projects which further our mission.

ARTICLE II

Policy

It is the policy of WAY to provide grant writing, sponsorship and administration assistance and services to partnering entities to securing local, state and federal funding for watershed-based initiatives in York County, Lower Susquehanna River Basin and Chesapeake Bay watersheds.

- A. Grant Support* – Grant support may be in the form of conceptual (i.e., non-committal) and assistance (i.e., committal of resources).
- B. Grant Sponsorship* – To extend WAY’s IRS 501(c)(3) tax exempt status to partnering entities need to sponsor a grant application on their behalf.
- C. Grant Administration* – To manage and dispense project grant funding in whole or in part, directly and indirectly, to partnering entities, contractors, subcontractors, landowners, or other eligible parties, or as a grantee.

ARTICLE III

Procedures

Requests for Letters of Support – Requests for letters of support from WAY shall be made in writing no less than 90-days prior to any grant deadline. All requests shall include a complete grant proposal and application attached to be considered. The Board will review all requests received and consider each individually and separately based on their eligibility, completeness and alignment with WAY’s mission, and respond in writing at least 14-days prior to the grant deadline.

- A. Requests for Grant Sponsorship* – Requests for grant sponsorship by WAY shall be made in writing no less than 120-days prior to any grant deadline. All requests shall

include a complete grant proposal and application attached to be considered. The requestor shall attend the first quarterly WAY Board meeting after the initial request and not less than 90-days prior to the grant deadline. The Board will review all requests received and consider each individually and separately based on their eligibility, completeness, roles and responsibilities, and alignment with WAY's mission, and respond in writing at least 30-days prior to the grant deadline.

- B. *Grant Administration*** – Requests for grant administration by WAY shall be made in writing no less than 180-days prior to any grant deadline. All requests shall include a complete grant proposal and application attached to be considered. The requestor shall attend the first quarterly WAY Board meeting after the initial request and not less than 120-days prior to the grant deadline. The Board will review all requests received and consider each individually and separately based on their eligibility, completeness, roles and responsibilities, and alignment with WAY's mission. If WAY chooses to accept being the grantee, then it will execute an agreement between itself and the grantor as require.

January 7, 2015

GRANT SUPPORT AND SPONSORSHIP POLICY

ACKNOWLEDGEMENT FORM

I, _____ declare that I have received a copy of the Grant Support and Sponsorship Policy of the Watershed Alliance of York and have read and fully understand the policy.

Signature: _____

Date: _____