GRAYS HARBOR COLLEGE
Administrative Procedure

Subject: Grant Development and Management Procedure for Sustaining Grants

Administrative Procedure Number: 904.01
Date adopted: 12/08/20

Procedures for Sustaining Grant Proposal Development and Submission:

1. Sustaining grants are generally offered through the State Board of Community and Technical Colleges or the Department of Education.
   a. They are typically awarded on a yearly basis and are likely to be renewable grants.
   b. Proposal development, grant management, and reporting are managed by the department head responsible for the award.
   c. Grants are approved by the President or their authorized representative, generally the Vice President responsible for the department receiving the funding.

---

1 The definition of a sustaining grant can be found in Policy 510.