

**KING CONSERVATION DISTRICT  
KING COUNTY, WASHINGTON**

**RESOLUTION NO. 12-001**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE KING CONSERVATION DISTRICT, KING COUNTY, WASHINGTON, REVISING THE DISTRICT'S MEMBER JURISDICTION GRANT PROGRAM POLICIES AND PROCEDURES.

WHEREAS, the Board of Supervisors of the King Conservation District must revise the grant program policy and procedures as a result of the recent Supreme Court ruling in the Mason/Carey case, pending legal challenges and the resulting budget shortfall; and

WHEREAS, the Board of Supervisors recognizes the importance of its partner grant program and relationships developed with Member Jurisdictions and nonprofit organizations and would like to ensure that natural resource improvement projects continue to be implemented; now, therefore

BE IT RESOLVED by the Board of Supervisors of the King Conservation District, King County, Washington, as follows:

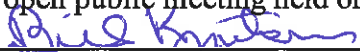
Reimbursement: As of the date of this resolution, all existing and future grant payments associated with approved grant agreements will be made on a reimbursement basis. Grantees will provide adequate documentation demonstrating the completion of stated deliverables in the grant application, including but not limited to invoices, in order to request payment of approved grant project expenses as detailed in the application budget. Request for payment must be submitted at least 30 days prior to the day payment is needed by. Ten percent of the grant award will be held by the District until all reporting and expense documentation is submitted and approved and the close out process is complete.

Grant Close Out: District grant staff will continue to perform the close out review of completed grant projects and the District will remit the ten percent of the grant award due once the close out process is completed. The grant close out process includes a review of all documentation submitted in order to determine that all deliverables stated in the grant application have been met, review and approval of expense documentation, and in some cases a site visit. The grant subcommittee will review the grant close out form signed by the grantee and will determine the grant is closed with signature from the subcommittee. Then a copy of the signed close out form will be sent to the grantee with the check for the final award amount.

Grant Amendments: Amendment requests to existing grant agreements will be considered on a case by case basis.


All District resolutions, policies and procedures are hereby modified, amended and superseded to be in accordance with this Resolution.

ADOPTED by the Board of Supervisors at a regular open public meeting held on April 23rd, 2012.

  
\_\_\_\_\_  
Bill Knutsen, Chair

**CERTIFICATE**

I, MAX P. PRINSEN, Auditor of the Board of Supervisors, King County, Washington, do hereby certify that the foregoing resolution is a true and correct copy of Resolution No. 12-001 of such Board, duly adopted at a regular meeting thereof held on April 23rd, 2012.

  
\_\_\_\_\_  
Max Prinsen, Auditor