

SITKA TRIBE OF ALASKA GRANT POLICY

I. PURPOSE OF GRANT POLICY

Grant funds are utilized by the Sitka Tribe of Alaska (STA) to fund STA priorities, support ongoing programs and services, initiate new programs and services, and to conduct research, among other uses. This STA Grant Policy establishes parameters for applying for, implementing and reporting on grants. The STA General Manager is herein delegated the authority by the Tribal Council to develop a Grant Procedure that outlines procedures for the full grant lifecycle, including authorization to pursue a grant or other funding opportunity, review and submission of a grant proposal, ensuring programmatic and financial compliance, awarding and managing grant subawards, and grant intake, modification, and close-out.

II. DEFINITIONS

Grant - For purposes of this policy, a grant refers to any funding opportunity, including but not limited to grants, contracts, and interagency agreements.

III. AUTHORIZATION TO PURSUE GRANTS AND OTHER FUNDING OPPORTUNITIES

Sitka Tribe of Alaska staff are charged with the authority and responsibility for researching and pursuing grants and other funding opportunities. Funding opportunities pursued by Tribal staff should be in the best interest of the Tribe and should be consistent with STA's Strategic Plan, departmental goals, STA's capacity to administer the grant, and the needs and priorities of Tribal Citizens. Tribal Citizens, staff, partner agencies, and appropriate others who would like STA to pursue a grant or other funding opportunity should submit such requests to the General Manager by completing an STA Grant Information and Justification Form. No Sitka Tribe of Alaska staff, contractor, or Tribal Council member shall submit a proposal for funding on behalf of the Tribe without approval to do so. All grants require the General Manager's authorization to pursue. The criteria for grants that require Tribal Council approval to pursue are grants:

- That would create new STA programs or services outside of the scope of the approved strategic plan and that are more than \$250,000 annual, or
- That requires a Tribal Council resolution to apply.

IV. RESPONSIBILITY FOR GRANT IMPLEMENTATION, COMPLIANCE AND REPORTING

Tribal staff are charged with the authority and responsibility for grant implementation, compliance, and reporting for the full grant lifecycle. Tribal staff are responsible for ensuring that all internal and external guidelines, requirements, regulations, and laws pertaining to the grant are followed.

V. AUTHORITY TO ESTABLISH GRANT PROCEDURES


The General Manager is given authority to establish procedures consistent with this policy to be utilized by staff and update those procedures as the need arises.

VI. ADOPTION AND AMENDMENTS

Adopted 2002, Revised 10/06/2006, 8/19/2016, and 9/21/2016 Further Revised 03/15/2023

CERTIFICATION

This Grant Policy was adopted at a duly convened meeting of the Tribal Council of the Sitka Tribe of Alaska on March 15, 2023 at which a quorum was present, by a vote of 8 IN FAVOR, 0 AGAINST, 0 ABSTAIN, and 0 ABSENT.



Lawrence Widmark, Tribal Chairman

Attest:



Louise Brady, Tribal Secretary