

	WATER RESOURCES DIVISION RESCISSION OF POLICY AND PROCEDURE		DEPARTMENT OF ENVIRONMENTAL QUALITY
Rescinded Date: May 9, 2017	Subject: Grant Administration – Timeframe for Developing Contracts		Category: <input checked="" type="checkbox"/> Internal/Administrative <input type="checkbox"/> External/Non-Interpretive <input type="checkbox"/> External/Interpretive
	Program Name: Surface Water Quality Program		Type: <input type="checkbox"/> Policy <input checked="" type="checkbox"/> Procedure <input type="checkbox"/> Policy and Procedure
	Number: GA 5	Page: 1 of 1	

Water Resources Division Procedure No. GA 5, Grant Administration – Timeframe for Developing Grants, dated April 21, 2000, is rescinded. The guidance in this procedure is a requirement in the Clean Michigan Initiative legislation. Therefore, Procedure No. GA 5 is redundant and no longer needed.

DIVISION DIRECTOR APPROVAL:



Teresa Seidel, Division Director
Water Resources Division

April 21, 2000

Surface Water Quality Division Procedure GA#5 Grant Administration—Timeframe for Developing Contracts

Background: Part 196 of the Natural Resources and Environmental Protection Act states: "If an approved applicant fails to sign a grant or loan agreement within 90 days after receipt of a written grant or loan offer by the administering state department, the administering state department may cancel the grant or loan offer. The applicant may not appeal or contest a cancellation pursuant to this subsection."
(324.19612(5))

This procedure was developed to ensure projects begin in a timely manner. For purposes of this procedure, a project contract shall consist of a boilerplate, Appendix A (work plan, budget information, timetable) and Appendix B (compensation clause).

Statement: Project contracts will be entered into within 90 calendar days of the date of the award letter. Project Administrators are responsible for working with the grantee to meet this deadline. Contracts not entered into within 90 days will be reviewed as to whether or not the grant award will be cancelled.

Exceptions/Variations: If the grantee fails to enter into a contract within 90 days, the Project Administrator, through their District Supervisor, will provide a report to the appropriate Unit Chief indicating why the contract wasn't signed and recommend whether or not the grant should be withdrawn. The appropriate Unit Chief will forward the note with their recommendation to the Assistant Division Chief or Division Chief, who will decide whether to cancel the grant.

Effective Date:

4.21.00

Signed:

David A. [Signature]