

9210.0845 GRANT AGREEMENT.

Subpart 1. **Contents.** A grant agreement shall:

- A. incorporate a work plan and budget as approved by the commissioner;
- B. require that the recipient perform and complete project activities to meet anticipated project outcomes as defined in the work plan;
- C. provide that any cost overruns incurred in the implementation of the proposed project shall be the sole responsibility of the recipient;
- D. require that the recipient provide periodic written and/or oral reports to the commissioner on the progress and results of the project, and an executive project summary, as part of a final report submitted at the conclusion of the project, in a format specified by the commissioner;
- E. authorize the commissioner to rescind the grant and require the grant recipient to repay the grant if the project has not been conducted according to terms and conditions of the grant agreement;
- F. require that a percentage of funds not be paid to the recipient until the commissioner approves the recipient's final report;
- G. require that the recipient maintain records of all expenditures related to the agreement for a minimum period of five years after the grant agreement is executed and give the agency access to the records upon request; and
- H. establish other conditions or terms needed to manage or implement the grant agreement.

Subp. 2. **Grants of less than \$1,000.**

A. Recipients of grants that are less than \$1,000 are exempt from the requirement in subpart 1 to enter into a grant agreement with the agency if they prepare and submit, to the satisfaction of the commissioner, the following:

- (1) a work plan, budget, and anticipated project outcomes, in a format approved by the commissioner; and
- (2) a letter or resolution, as appropriate, signed by the appropriate authority, stating that the required matching funds are ensured by the recipient and committing the grant recipient to compliance with item B, subitems (1) to (8).

B. All recipients of grants that are less than \$1,000 and who are exempt from the requirement to enter into a grant agreement pursuant to item A must:

- (1) perform and complete activities according to a work plan, budget, and anticipated outcomes, as approved by the commissioner;

- (2) assume sole responsibility for any cost overruns incurred in the implementation of the proposed project;
- (3) ensure that sufficient financing is available to the project to ensure its satisfactory completion;
- (4) use grant funds solely for eligible costs as defined in part 9210.0815, subpart 4;
- (5) provide a final report in a format specified by the commissioner, to the commissioner, on the results of the project, within 45 days after completion of project tasks;
- (6) maintain records of all expenditures related to the project for a period of five years after the grant agreement is executed, and give the agency access to the records upon request;
- (7) comply with the Minnesota Data Practices Act; and
- (8) comply, if applicable, with the Americans with Disabilities Act of 1990, Public Law 100-336, as amended; Minnesota Statutes, chapter 363, the Minnesota Human Rights Act; Minnesota Statutes, section 181.59; and all applicable rules adopted under those laws.

Statutory Authority: *MS s 115A.0716*

History: *22 SR 23; L 2005 1Sp1 art 2 s 161*

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