



## **Grants, Contracts, Donations**

### **PURPOSE**

This policy communicates Upper Shore Workforce Investment Board's (USWIB) process for receiving and approving grants, contracts, and donations.

### **BACKGROUND**

The USWIB is configured as an Internal Revenue Service 501 c3 organization. The USWIB is a Maryland Secretary of State designated Charitable Organization. The USWIB as a 501 c3 and charitable organization may solicit and receive grants, contracts, and donations.

### **POLICY**

All grants, contracts and donations received by the USWIB will be presented for Board approval. The Board will review and approve the scope of work and the budget for every grant, contract, and donation. The USWIB By-laws will be the guiding document for the approval process.