



State Soil Conservation Board

Clean Water Indiana Grants Communication Policy



Questions from Districts

- The grants program manager will be the central point of contact for CWI grants, both competitive and AFR.
- Questions, both programmatic and process related, regarding CWI grants should be sent to the program manager.
- The grants program manager will maintain an FAQ document for CWI grants and will distribute the document to the DSS team and the SSCB.
 - The FAQ document will also be posted on SharePoint and the CWI website for SWCDs to access.
- Having the grants program manager as the central point of contact provides a consistent message to all SWCDs, which is particularly important during the Reboot.

Grant Modifications

- All modifications will be submitted using the standard state paperwork.
- Modification requests totaling up to \$1000 or 7% of the grant amount (whichever is less) will be reviewed/approved by the grants program manager.
- Modification requests over \$1000 but less than 7% of the grant amount will be reviewed/approved by the CWI grants committee.
- Modification requests totaling 7% or more of the award amount will be presented at the next SSCB meeting.
 - Districts submitting modification requests of 7% or more of the grant amount are strongly encouraged to attend the SSCB meeting at which the request is considered.
- The grants program manager will notify SWCDs on the status of their modification request.
- No modification requests of 7% or greater of the grant amount will be accepted following the last SSCB meeting in the final year of the grant term.

Grant Reviews

- The grants program manager will work with the DSS team to schedule CWI grant reviews.
- The grants program manager will be present at every review.
- Results from grant reviews will be sent to all district staff in both lead and participating districts as well as their boards.
- Results will be presented at the next SSCB meeting.