

**Minnesota Department of Administration
Office of Grants Management
Operating Policy and Procedure
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Policy on Grant Closeout Evaluation

Statutory References

Minn. Stat. 16B.97

Policy

Minnesota Statutes 16B.97 subd. 4(1) provides that the Commissioner of Administration shall “create general grants management policies and procedures that are applicable to all executive agencies.”

It is the policy of the State of Minnesota to consider a grant applicant’s past performance before awarding subsequent grants to them. State agencies must consider a grant applicant’s performance on prior grants from that agency before making a new grant award of over \$5,000. State agencies should create a process that best meets their needs for complying with this policy, but are encouraged to contact the Office of Grants Management if they need assistance.

Scope of Coverage

This policy applies to grant-making at all executive branch agencies, boards, committees, councils, authorities and task forces that make grants.

This policy applies to competitive, legislatively named, formula and single and sole source grants, but does not apply to bonding and capital grants. This policy applies to grants of over \$5,000.

Grant programs that seek an exception to this policy must complete a Grants Policy Exception Request and submit it to the Office of Grants Management for the approval of the Commissioner of Administration.