

Introduced by: Mayor
Date: 05/19/15
Action: Adopted
Vote: 9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2015-026**

**A RESOLUTION ESTABLISHING GRANT CRITERIA FOR THE PROMOTION OF
TOURISM PURSUANT TO KPB 19.10.040**

WHEREAS, KPB 19.10.040 states that the assembly may establish criteria for award of grants by resolution for the promotion of tourism; and

WHEREAS, the assembly has established grant criteria for several other grants it awards; and

WHEREAS, formally establishing grant criteria for the promotion of tourism will aid in the consistent administration of these grants;

NOW, THEREFORE BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. Any organization receiving funding from the Kenai Peninsula Borough shall administer those funds in accordance with the following criteria:

A. Fiscal Responsibility.

1. Funds will be used only for the purpose of activities set forth in the grant and approved by the assembly.
2. Award funds will require a percentage of cash matching funds from the grantee. The percentage shall be recommended by the mayor and approved by assembly.
3. Accurate, current, and complete accountability for all fund expenditures must be maintained and documented for auditing accountability.
4. Borough funds shall be disbursed upon receipt of proper documentation.

B. Reporting Responsibility. Quarterly progress reports and reimbursement requests must be submitted to the Community & Fiscal Project Manager on approved forms.

C. Grant Amendments. Any proposed changes in the grant will be submitted in writing for approval by the mayor or his appointed designee. Any deviation from the approved scope of work will be submitted to the assembly for approval.

D. Inspection and Audit.

1. Records and accounts shall be accessible to authorized federal, state and borough officials for the purposes of monitoring and audit.
2. All required records shall be maintained until an audit is complete and all audit questions are resolved, or three years after the end of the fiscal year, whichever is later.

E. Identification of Documents. Any publication or other report completed as a result of an approved borough budget shall indicate that funding was provided by the Kenai Peninsula Borough.

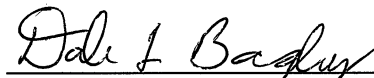
F. Prohibition Against Lobbying. No part of any grant may be used to pay costs of attempting to influence legislation or appropriation pending before the Alaska Legislature or the Kenai Peninsula Borough assembly.

G. Disallowed Costs. Borough funds may not be used for the following costs under any circumstances:

1. Interest on loans;
2. Contingencies;
3. Fines, penalties, and bad debts;
4. Entertainment, including luncheons, banquets, or gratuities;
5. Contributions or donations;
6. Fundraising activities;
7. The purchase of land or the construction of buildings or building improvements;
8. Payment of real estate mortgages or taxes;
9. Dues to organizations or federations; or
10. Equipment.

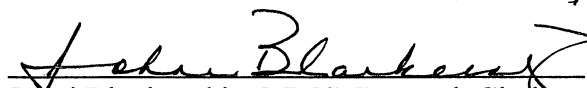
SECTION 2. This resolution shall become effective immediately upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 19TH DAY OF MAY, 2015.

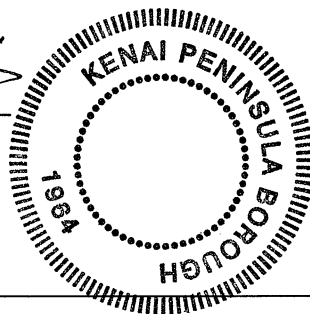


Dale Bagley, Assembly President

ATTEST:



Johni Blankenship, MMC, Borough Clerk



Yes: Cooper, Haggerty, Gilman, Johnson, McClure, Ogle, Welles, Wolf, Bagley
No: None
Absent: None