



## Supplanting

### Supplanting Policy

*Approved By and Date:*

*Board of Trustees* 12/16/2019

*Executive Leadership Team* 11/01/2019

### Policy:

Federal and state grants awarded to Kilgore College shall be used to supplement and not supplant federal, state, or local funds.

### Procedures:

*Approved By and Date:*

*Executive Leadership Team* 11/01/2019

Federal and state grant applications and subsequent awards should be monitored to ensure they are used to increase services instead of being used to take the place of federal, state or local funds. Federal grants cannot be used to pay for services, staff, programs, or materials that would otherwise be paid with state or local funds. Unless otherwise stated in grant requirements, federal and state funds may not be used to provide services that the College is required to provide under state or local law, rule, or a court order. Grant funds may not be used for any service that was previously funded with state or local funds, unless there is evidence of a reduction in state and/or local support or proof that the activity/program would be discontinued without the benefit of the funds.

Transfer of equipment purchased by grant funds to another department should only be done once the life of the grant is over, or as otherwise permitted by grant requirements. Records of such transfers must be kept according to the College's records retention schedule and the grant's reporting requirements. The assigned grant administrator is responsible for ensuring compliance with these procedures.