

## ***Proposed***

# **MCA Grants Policy and Procedures**

### **Grant Applications**

Pursuant to MCA bylaws, all grant applications shall require approval of 2/3 of the board of directors. Any known matching requirements shall be fully disclosed to the board. Approval shall be in advance of grant applications when possible. If not approved in advance, all grants shall be shared with the board at the next board meeting for approval or withdrawal.

### **Grant Acceptance**

If a grant is approved by the funder, and before the grant agreement is signed, the board shall be provided a detailed grant budget indicating any matching requirements. If a cash match is required, the board shall have a formal vote on grant acceptance. Only approved grants shall be signed and accepted.

## **Major Projects Policy**

### **Definition of Major Projects**

1. Projects which significantly impact the Morden Community or materially change the Morden Hall or any MCA properties, or which exceed \$10,000, shall be considered Major Projects.

### **Morden Community Association (MCA)**

2. All proposed Major Projects shall be brought to the MCA before any substantial activity begins.
3. The proposed Major Project shall move forward only if approved by the MCA.
4. If approved, a Major Projects Committee shall be established by the Board for each major project.

### **Major Project Committee (MPC)**

5. Each MPC shall be composed of not less than three (3) MCA members including at least one non-board member.
6. The MPC shall research and recommend to the Board an independent third party to advise on the design of the project.

7. Once selected, the MPC shall assist the selected third party to research and design the project in accordance with the needs and desires of the Morden Community.

### **Approval process**

8. Once designed, the design shall be presented to the board for approval.
9. If approved by the board, and before any work begins, designs shall be shared with the community at a public meeting. This may be done at a special meeting or a regular board meeting opened to the community, the subject of which has been advertised to the MCA as a whole.
10. If there are strong community objections, a special MCA meeting shall be called to formally vote on the project and shall only move forward with an affirmative vote.

### **Construction**

12. All Major Projects shall seek a minimum of three bids whenever possible.
13. In consultation with the MPC, the board shall select the contractor(s) to work with the designer and MCP to implement the project.

**MCA approved**

