



Supporting GEAPS' Professional Development and Continuing Education

*Training the Next Generation of Grain Industry Operations Professionals
to Safely and Sustainably Feed the World*

Grant Award Key Considerations & Principles

The GEAPS Foundation Governing Board directs and oversees Foundation endowment fundraising and fund utilization to include establishing criteria for making professional development program grants. The Governing Board defines the scope of and parameters for grant awards to include standards and levels of achievement, and accountability by grant applicants and award recipients

Foundation Mission

Training the next generation of grain industry operations professionals to safely and sustainably feed the world

Foundation Core Purpose

The GEAPS Foundation was established to support development of new and innovative resources for training grain and oilseed supply-chain industry professionals that are complimentary to the continuing education programs of the Grain Elevator and Processing Society.

Governance

Final determination on grant awards and awards management requires approval by affirmative vote of two-thirds of eligible Governing Board voting members excluding individuals who are recused from grantee or grant-award deliberation [see *Conflict of Interest*]

Conflict of Interests

All Governing Board members agree to abide by the Foundation's *Conflict-of-Interest* policy. That includes recusing themselves from engagement in discussion of or deliberation on any grant applicant, award application or subsequent award for which they have a direct interest with respect to the grant applicant, proposed project or work product.

Available Funding

The Governing Board defines the scope of and parameters for grant awards to include standards and levels of achievement, and accountability by grant applicants and award recipients.

The guiding principle in formation of the Foundation and setting the \$4M professional development programs endowment goal was to achieve a sustainable and consistent funding for annual grant awards.

Principle policy considerations for endowment-fund distribution are:

- Protect the \$4M endowment [donor-contributed funds]

- Ensure the endowment fund’s long-term viability as a reliable source for grant awards
- Utilize prudent, best-practice investment risk management tools

Grant-award funding determinations will be reviewed and made annually. Determination of grant-award funding sets a maximum limit on grant-award funds available but does not obligate the Foundation to award all or any of the available funds.

Final determination of available grant-award funding and actual grant awards is the discretion of the full Governing Board with the advice of the Executive Committee.

Eligible project expenses/use of grant funds

- Direct expenses only excluding “ineligible expenses” to include:
 - > Retaining project-specific subject-matter experts for content development
 - > Retaining project-specific creative-service experts for program design and production

Ineligible project expense/use of grant funds

- Overhead [direct and indirect] to include hiring or retaining management or administrative support staff or services
- Equipment and facilities [acquisition, lease/rental, or cost-allocation including depreciation of assets]

Distribution of grant funds

- The Foundation is not obligated to distribute the total grant-award “up front”
- The Foundation will determine the timing of the grant-award distributions taking into consideration the scope of work, work plan, project budget, and other sources of project funding, if any.
- For multiple “progress-payment” grant-award distributions, the Foundation may require substantiation of progress performance to date prior to any subsequent distribution.
- The Foundation may require a grantee to refund all or part of any grant-award distribution for “failure to perform” with respect to the grant application.
- Funds are considered cost-reimbursable and the Foundation may require a grantee to return unexpended grant-award funds received at end or termination of the grant-award period.

Eligible Projects

Responsiveness to Industry Education/Training Needs

- Projects must be responsive to identified [recognized and defined] industry education/training gaps/needs

Alignment with GEAPS’ Professional Development Mission, Strategic Direction and Priority

- GEAPS Intl Board feedback on all grant applications received and considered eligible will be solicited and considered in the application evaluation [scoring] protocol relative to current GEAPS strategic priorities:
 - > Evolve legacy professional development programs
 - > Develop enhanced and new training formats including distance, experiential and virtual
 - > Offer new subject matter

- Proposed programs/projects must directly correlate to GEAPS' current "core competencies" of grain handling and processing operations:
 - > Grain Quality
 - > Facility Maintenance and Design
 - > General Operations
 - > Risk Management
 - > Human Resources

Relevance and Benefit to GEAPS' Members, Member Employers and Key Stakeholders

- GEAPS Intl Board feedback on all grant application received and considered eligible will be considered in the application evaluation [scoring] protocol
- Proposed programs/projects must accessible to GEAPS members and non-members through GEAPS [i.e. GEAPS' website/learning management system (LMS)]
- English is to be the primary language of all components of the work product funded in whole or in part by the Foundation

Project Impact

Statement of the problem

- Needs assessment and analysis

Impact Statement

- Project objectives
- KPIs and assessment plan

Project Innovation

Education/Training Resources Improvement

- Incremental improvement relative to currently-available resources
- Incorporation of innovative and accepted best practices and/or applied research
- Better methodology including application/use of technology [i.e. automated intelligence and augmented/virtual reality]

Grantee Competence

Relevant experience and performance

- Portfolio of "good stuff"
- Work product awards/recognition
- Project management and subject-matter-expert(s) credentials and experience
- Methodology/protocol for performance and quality assurance including project management oversight and content-development peer review

Grantee Capacity

Financial position

- Audited financials [most recent fiscal year]
- Current balance sheet and income statement
- Current budget including sources and uses of revenue [current fiscal year]

Grantee contributions/support

- Direct expense
- Allocated overhead
- Sources of funds [cash and in-kind]

Project development and production

- Project manager [principle] relevant credentials and experience
- Subject-matter experts relevant credentials and experience
- Quality assurance oversight including:
 - > Peer review protocol

Intellectual Property Disposition, License, and Limitation

Copyright

- The grantee retains the copyright to the work product of the grant award and any derivatives
- The copyright may not be sold or transferred

License

- GEAPS and the GEAPS Foundation must be granted unencumbered permission without consideration to utilize the work product of the grant award in whole or in part as a component of its professional development program
- Any use by GEAPS or the GEAPS Foundation of the work product shall include appropriate attribution to the grantee and the GEAPS Foundation
- The “permissions” provisions apply to the entirety of the project [work product] whether or not the grant award represents all or only a portion of the total project funding

Limitations [Non-Compete]

- The grantee may not use the work product or any derivatives of the grant award in any manner that would directly compete or conflict with GEAPS or the GEAPS Foundation use of the work product for its intended purpose.

Foundation and Foundation-Donor Recognition

Project funding attribution

- GEAPS Foundation
 - > PDP endowment founding donors [\$15K+]

Foundation Grants Opportunity Awareness

The Foundation will not directly solicit or advocate for grant application from specific prospective grantees. Grant-award opportunity awareness will be advanced/promoted through grain industry trade publications and news sites.

Accountability to the Foundation

Grantee project performance

- The Foundation will require grantees to substantiate project performance with respect to grant-award utilization with respect to project budget and allowable/eligible expenses for grant funding
- As noted above under grant-award distribution, the Foundation may require a grantee to refund all or part of any grant-award distribution for “failure to perform” with respect to the grant application.

END