

Resolution No. 2020-016 A

JEFFERSON COUNTY GRANTWRITING EMPLOYEE INCENTIVE PROGRAM

WHEREAS, the Board of County Commissioners of Jefferson County, Kansas is responsible for the proper stewardship of taxpayer dollars in Jefferson County, Kansas;

WHEREAS, the Board of County Commissioners is responsible for passing and overseeing the annual budget for all county departments and functions;

WHEREAS, the Board of County Commissioners of Jefferson County, Kansas, has consistently encouraged Jefferson County elected officials and appointed department heads to seek non-local taxpayer funds in the form of grants, awards, and other sources of non-local revenue in order to reduce local tax levies and supplement the county budget;

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Kansas ("Board"), that the JEFFERSON COUNTY GRANTWRITING EMPLOYEE INCENTIVE PROGRAM be established as follows:

- 1) All Jefferson County Appointed and Elected Officials ("Department Heads") are encouraged to actively seek opportunities to supplement their departmental budget or the county general budget through application for public or non-profit Grants, awards, or other sources of non-local revenue ("Grant") from national, state, regional, or other institutions or organizations.
- 2) While seeking such funds, any Department Head may act as the preparer and writer of an approved non-reoccurring competitive Grant either:
 - a. solely on behalf of their own department; or
 - b. in coordination with any other Jefferson County Department(s), as part of a jointly prepared proposal, provided, that all coordinating department heads receive prior approval from either the Board of County Commissioners or all Department Heads whose departmental operations or budget will be directly affected by the Grant;
- 3) The Board shall consider Department Heads and any other employees directly involved in applying for a successful Grant award for monetary bonus compensation.
- 4) The maximum monetary bonus compensation for any successful Grant award shall be the lesser amount of either ten percent (10%) of the amount of non-local grant award or \$15,000.00.
 - a. The Board shall not consider any required matching financial contribution from Jefferson County, Kansas as part of the grant award amount for purposes of determining the monetary bonus compensation amount, if any.
- 5) The maximum monetary bonus compensation, at the sole discretion of the Board, may be awarded:
 - a. solely to the Department Head responsible for the Grant application;
 - b. divided in any manner among participating Department Heads;

- c. divided in any manner among participating Department Heads and other directly involved employees.
- 6) The Board may choose not to award a monetary bonus compensation in any circumstance.
- 7) The Board may provide additional guidance and protocol for this program by separate policy document.
- 8) This program shall sunset on December 31, 2021 unless terminated, extended, or modified by separate resolution.

This resolution shall take effect on the 13th day of April, 2020.

BOARD OF COUNTY COMMISSIONERS
JEFFERSON COUNTY, KANSAS

[Redacted Signature]

Lynn Luck, Chair

[Redacted Signature]

Richard Malm, Vice-Chair

[Redacted Signature]

Wayne Ledbetter, Member

ATTEST:

[Redacted Signature]

Linda M. Buttron, County Clerk

