

Standing Rules

I. Meeting Notice: Regular and Special Meetings

- A. Notice of the District 4 Natural Resources Assistance Council shall be mailed to the members at least five calendar days preceding the date of the meeting and such notice shall include an agenda for the meeting or in the case of special meetings a purpose statement.
- B. If a specific project or projects are to be considered for approval for funding, at a minimum a description of the project and the type and amount of funding being requested shall accompany the meeting notice.

II. Prerequisites for Project Consideration:

- A. The project application has been submitted by an authorized agency or non-profit organization as defined in O.R.C. Section 164.20.
- B. The project application has been submitted in the Council's format with appropriate information included as outlined in O.R.C. Section 164.23.
- C. The project is of the type defined by O.R.C. Section 164.22.
- D. The project sponsor provides a commitment to the percent match required by O.R.C. Section 164.23 (A) (6) et sequel.
- E. Any submitted project will have a completed scoring methodology with all supporting documentation attached to verify the stated information.

III. Reporting by Project Sponsors (if funded):

- A. Provide the Council with copies of schedule changes.
- B. Provide the Council with copies of project closeout reports and a final financial report submitted to OPWC. A copy of the final disbursement may serve as closeout and final financial reports.

- IV. The District Four Liaison shall maintain financial summaries of the status of district Four allocation of funds by year.

- V. The Council has set an amount not to exceed 1 percent (1%) of funded project estimates as the voluntary payment to be requested from each project sponsor for the expenses of the Council.

- VI. Scoring Methodology
 - A Each application to the District Natural Resources Assistance Council shall be rated using the Scoring Methodology for District Four as established by the Council
 - 1. Due to the extensive nature of this Scoring Methodology, it is located at the end of the standing rules in Appendix A.