
BONDING AND INSURANCE PROCEDURES

A. Bonding Requirements

Recipients, subrecipients, and their contractors shall ensure that every officer, director, and agent, or employee authorized to act on behalf of these entities in receiving or depositing funds into program accounts or in issuing financial documents, checks, or other instruments of payment for program costs shall be bonded to provide protection against loss. Provisions for bonding will be included in all proposals and contracts with or on behalf of the WDB.

An adequate bond must cover the lowest of \$100,000 or the amount of the full grant (or total of multiple grants, if applicable.)

B. Auto Insurance

All persons or entity subject to this policy must carry automobile liability insurance covering bodily injury and property damage. The recipient shall provide the insurance through an approval self-insurance program or through a commercial insurance policy.

A minimum coverage of \$1,000,000 per person and \$300,000 per accident for bodily injury and \$25,000 for property damage is required.

For vehicles, which are also used for non-WIOA purposes, the insurance premiums shall be prorated according to use.