



REVISED GRANTS ADMINISTRATION POLICY

Office of the City Manager

Financial Performance and Budget Committee
July 8, 2022

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BACKGROUND

1. Part of the City's general administrative policies issued by the Office of the City Manager - 117 current policies
2. Grants Administration Policy 1.006.00 ("Policy") offers guidelines to City staff for applying for external funding opportunities; covering application approvals, budget and finance requests, receipt of funding, administration, and reporting
3. Policy was last updated in 2018



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DISCUSSION

Updated Policy:

- Allow Department heads to approve grant applications up to \$50,000
- \$50,000 and \$1 million applications submitted with City Manager's Office consent
- All grant applications above \$1 million will seek City Council pre-approval
- Imposes an indirect/overhead cost rate on grants over \$50,000.
- Discusses entitlement grants
- Sets new policies for online grant site access



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STRATEGIC PLAN ALIGNMENT



Strategic Priority 5 – High Performing Government



Strategic Priority 6 – Infrastructure, Mobility, and Connectivity

Goal 5.4: Achieving and maintaining financial health by maximizing grant opportunities

Goal 6.3: Accesses new funding opportunities that develop and maintain infrastructure and programs

Cross-Cutting Threads



Community Trust



Fiscal Responsibility



Sustainability & Resiliency



Equity



Innovation



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RECOMMENDATION

That the Financial Performance and Budget Committee receive and file a report on the City's revised Grant Administration Policy 1.006.00.



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