



400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	October 4, 2017		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading N/A		2nd Reading N/A	
		X		Public Hearing: <i>(Enter X in box)</i>	Yes	No	Yes
					X		
Funding Source:	N/A		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No	
						X	
Account Balance:	N/A		Quasi-Judicial: <i>(Enter X in box)</i>	Yes		No	
						X	
Project Number :	N/A		RFP/RFQ/Bid Number:	N/A			
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>				
			Safety <input type="checkbox"/>				
			Quality <input checked="" type="checkbox"/>				
			Vibrant Appeal <input type="checkbox"/>				
Sponsor Name:	Roger M. Carlton, City Manager		Department: City Manager's Office	Jeremy Earle, Assistant City Manager			

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING CITY OFFICIALS TO SUBMIT A GRANT APPLICATIONS FOR GRANT PROGRAMS IDENTIFIED IN "EXHIBIT 2" AS PART OF THE CITYWIDE GRANT PROGRAM; AUTHORIZING, IN THE EVENT OF GRANT APPLICATION AWARD, A CITY MATCH AS INDICATED IN "EXHIBIT 2" CONTINGENT ON THE AVAILABILITY OF BUDGETED FUNDS; PROVIDING FOR ACCEPTANCE OF THE GRANT AWARD AND EXECUTION OF ALL DOCUMENTS; PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Background:

The City Commission heard a presentation on the proposed City-wide Grants Program and supported the creation of this program on June 21, 2017.

The purpose of the program is to centralize grants management and grants development activities including accounting, compliance, identification of grant opportunities, and coordination of City-wide applications. The ultimate goal of the program is to safeguard grant dollars, and increase grant revenues in order to offset costs of City projects, programs and services.

Over the past three months, efforts have been focused on the development of internal controls to ensure compliance with current grant contracts; the development of a strategy to guide City-wide grant application efforts; and documentation of Hurricane Irma related costs for FEMA reimbursement.

As part of the program's strategy to guide and coordinate grant applications, a comprehensive review of grant opportunities was conducted and a Grants Funding Matrix was created and provided to Departments; this was in an effort to review, identify, and plan for the submission of grant opportunities that aligned with each Department's projects, goals and initiatives. The collaborative effort resulted in a list of pre-selected grant applications that will guide City-wide grant writing activities and provide a snapshot of potential grant funding if proposals are awarded.

A total of 38 grant applications were proposed for submittal by the various Departments based on alignment with funding priorities and probability of award. If all were written and submitted, this would represent a 90% increase in applications when compared to FY 16/17 and a total request of grant funds in the amount \$12.9 million. Proposals, if awarded, will offset, supplement or allow initiation of expenditures for projects in categories such as healthy communities, mobility, parks and recreation, public safety, sustainability, utilities and infrastructure.

Although 76% of the selected grant opportunities do not require a match, match is unspecified, or match dollars are available in the current budget, the remaining 24% require a match that has been identified as unavailable. Unavailable matching dollars would be needed if and when grants are awarded. As the fiscal year evolves, staff will be able to determine how funds could be made available.

Current Situation:

The window of time to prepare and submit grant applications is often short and may not allow for preparation of agenda items and presentation to the City Commission before submittal.

In order to streamline and expedite the grant application process, staff is in need of a blanket authorization to prepare and submit pre-selected grant proposals as shown in Exhibit 2; with an understanding that upon award of a grant that requires matching funds which are not available in the current budget, the individual item will be brought back to the City Commission for authorization to accept the grant award and appropriate matching funds.

For transparency and accountability, and as part of the ongoing development of the Grants Office, periodic reports will be submitted to Commission on the progress of grant proposals, outcome, expenditures of grant writing dollars, financial status of current grant contracts, general program activities and strategies for managing the impact of additional grant awards and related compliance.

Fiscal Impact:

To be determined as grant awards are made.

Why Action is Necessary:

To streamline and expedite the grant application submittal process for pre-selected grant opportunities.

Proposed Action:

Staff recommends the approval of the attached Resolution authorizing the City Manager or Executive Director to submit pre-selected grant applications in support of City-wide projects and to execute all related documents to effectuate the submittal of grant applications.

Attachment(s):

Exhibit 1 – Resolution – Forthcoming
Exhibit 2 – Proposed Grant Applications & Matching Requirements

Prepared by:



Noemi Sandoval, Grants Manager

Department Head Review:



Jeremy Earle, Assistant City Manager