Proposed City-Wide Grants Program

Hallandale Beach
PROGRESS. INNOVATION. OPPORTUNITY.

Current Issues & Challenges

▶ Disorganized Grants Process

▶ Unknown Grant Portfolio Value & Balances

▶ Unknown City-wide Grant Matching Commitments for Budgeting Purposes

▶ **Audit Findings & Questioned Costs**

▶ High Risk Grantee Designation by Auditors for Past 5 Years

▶ **Lost/Returned Grant Funds**

▶ **Additional Audit Costs**

▶ Increased Scrutiny by Granting Agencies

▶ Missed Grant Opportunities

Current Issues & Challenges

▶ Decentralized Grants Process

▶ Unavailability of City-wide Grants Activity Information (Applications & Funding)

▶ Insufficient Grants Training for Staff Involved in the Grants Process

▶ Inadequate Resources/Tools to Support Grant Seeking Activity

▶ Lack of standardized pre-award (application) and post-award (award management) procedures

▶ Inadequate Compliance & Financial Oversight to Avoid Return of Funds

Audit Findings

Fiscal Year	Audit Findings	High Risk	Finding
2014/15	Y	Y	Noncompliance - Questioned Costs $14,853
2013/14	N	Y	None
2012/13	N	Y	None
2011/12	Y	Y	Noncompliance - Untimely Reporting
2010/11	Y	Y	Noncompliance - Unallowable Costs $15,616
2009/10	Y	N	Material Weakness - Grant Schedule Materially Misstated

Returned Funds & Additional Audit Costs

- $25,000 returned due to non-compliance and unallowable expenditures
- $7,000 spent in additional audit costs due to omission of FDOT grant on year-end audit schedules
- $7,000 spent on special audit at the request of granting agency (DOJ)

Needs

- **City-wide Grants Program to include:**
  - Pre-Award Services
  - Post-Award Services
  - Training

- **Resources to include:**
  - Grant Searching Tools
  - Grant Writing Services
  - Staff Development Opportunities

Solutions/Recommendations

▶ **Implement a City-wide Grants Program**

  -To centralize city-wide grant activities and operations

▶ **Obtain Access to eCivis Database**

  -To effectively and efficiently identify grant opportunities

▶ **Outsource Grant Writer Services**

  -To increase application submittals and potential awards

▶ **Offer Grant Webinars (Thompson Training Pass)**

  -To provide cost effective training opportunities to all staff

  involved in the grants process

Intended Outcome

Implementation of a robust Grants Program that will:

- ▶ Increase grant applications.
- ▶ Provide adequate financial oversight and controls.
- ▶ Limit the City's exposure to liability.
- ▶ Increase grant revenues.
- ▶ Support staff development.
- ▶ Support City programs.

Grant Seeking Activities

Grant Writing Services

Grant $$$

Successful Audits

Financial Oversight

Grant Training

The Proposed Grants Program

The City's Grant Program will serve as a road map for a coordinated grants process. The main objective is to provide pre-award support and post-award financial management. Services will include:

- **Pre-Award Services**
  - Grants.gov & SAM Registration
  - Grant Seeking and Referral of Opportunities to Departments
  - NOFA Review
  - Grant Writing (Outsourced)
  - Coordination with Lobbyist
  - Tracking Applications in Process

- **Post-Award Services**
  - Accounting
  - Report Review/Reconciliation
  - Compliance
  - Audits
  - Website

- **Training**

Preliminary Grant Inventory & Applications in Process as of 5.31.17

Awards

▶	Active (27) & Closed (3) in FY17:	**30**
▶	Total Award Value:	$4.3M
▶	Available funding in FY17:	$3.8M
▶	Grant Dollars Spent:	$1.3M
	(Fed: $435K – State: $660K – Local: $248K)	
▶	Unspent Balance:	$2.4M

Applications

▶	FY17 Applications:	**11**
▶	Funds Requested:	$1M
▶	Funds Awarded:	$309K

Budget Request – FY18

Item	Description	Unit Cost	No. Units	Total
Professional Services	Grant Writing	$30,000	1	$30,000
License Fees	eCivis – 5 Licenses	$ 8,000	1	$ 8,000
Training	Thompson Grants Webinar Pass – 12 month access to live & archived webinars	$ 2,000	1	$ 2,000
Total				$40,000