



## Legislation Text

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**File #:** 18-0199R, **Version:** 1

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RESOLUTION AUTHORIZING A ONE YEAR AGREEMENT WITH DULUTH SUPERIOR AREA COMMUNITY FOUNDATION TO PROVIDE GRANT MAKING ADMINISTRATION FOR THE PARKS FUND GRANT PROGRAM AT AN ANNUAL COST NOT TO EXCEED \$2,500.

### CITY PROPOSAL:

RESOLVED, that the proper city officials are hereby authorized to enter into a one year service agreement, substantially in the form attached hereto as exhibit A, with the Duluth Superior Area Community Foundation for grant making administration, support, and advisory services to the community parks and recreation program, in the amount of 2.5 percent of the total grants distributed in the contract term, but not to exceed a total contact amount of \$2,500, payable from fund 205-130-1219-5310 (parks, community resources, parks operating, contract services).

STATEMENT OF PURPOSE: This resolution authorizes a one-year service agreement with Duluth Superior Area Community Foundation for grant making administration, support, and advisory services to the parks fund grant program. This agreement can be terminated by either party upon thirty days' notice. Under the terms of this agreement, the Duluth Superior Area Community Foundation will communicate grant opportunity to potential applicants; develop and administer grant processing policies, forms, procedures, and reports; respond to requests from neighborhood groups seeking application completion assistance; complete due diligence evaluation of submitted applications; convey compiled applications with supporting materials to the parks and recreation division; and prepare and submit all reports required by law. The parks fund grant program provides \$500 to \$5000 grants to nonprofit community groups to enhance parks, trails, and recreation services. Funds for this agreement are made available from the parks fund.