

GA-31-14

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: J. P. "Flip" Walters Dept: Rec&Parks- Dock Phone: 410-263-7973

This is a request to

- review, approve, and/or sign a grant agreement/award
other Appropriate Funds from Awarded Three Year Waterways Improvement Fund Grant

Grant title: Waterways Improvement Fund - Citywide Harbor Improvements

Grantor: Maryland Dept. of Natural Resources Amount: \$ 25,000.00

Attestation:

- Match is not required.
Match is required. Match will be met in the form of

I attest that this asset has been approved/appropriated in

Department Director signature Rec & Parks - Dock. Date

Table with columns: Routing, Initials, Date (In, Out), Comments. Rows include: originating Dept Director, Grants Coordinator, Finance Director, City Attorney, City Manager, Mayor, City Clerk, Finance Committee, Finance Dept.

Return to Originating Department

41-1E - A2

GRANT Briefing Document, continued

Provide a short narrative. Include:

-program description	- purpose of funds	- due dates
-grant period	-amount of request or award	
-special features, e.g., environmental impact implications, notarization required		

This is a request to Appropriate Funds awarded by the Maryland Department of Natural Resources, Waterways Improvement Fund- for Citywide Harbor Improvements. The DNR has given the City a similar one hundred percent grant each of the last twenty plus years.

The City has consistently received a great deal of benefit from these grants each year. In past years we have used these funds to repair, maintain and upgrade existing boater facilities throughout Annapolis Harbor; such as repair/replace pilings, navigational aids, docks, floating docks, moorings and boating related equipment; and to create and install new boater amenities, such as adding floating dinghy docks with access ramps and/or ladders at various City Street-End Parks.

Each individual project must be proposed to the MDNR Grant Administrator for advance approval prior to obligation of expenditure.

It is currently anticipated (and has preliminary DNR approval) that these Grant funds will be used primarily to purchase and install operating base facilities for a pending second pumpout boat (being acquired under a separate grant application). The second pumpout boat will be used as a back-up boat during periods of maintenance and repair of the primary boat, and as a peak shaver several days each week during the busy summer boating months.

¹ Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

² Examples: FY__ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.



Grant Title Citywide Harbor Improvements Grant Annual Renewal

Grant Award (\$) \$25,000.00

Originating Department(s): Rec & Parks - Harbormaster

Dept Contact (Name/Phone): J. P. "Flip" Walters / 7871

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries					0.00	
Benefits					0.00	
Overtime					0.00	
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services		\$25,000.00	None Required		\$25,000.00	66600-524040-8460XX
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
Total	0.00	25,000.00	0.00	0.00	25,000.00	

TOTAL EXPENDITURES*: \$25,000.00

* May be different from Grant Award \$ if there is a match requirement.

Match is not required.

[Signature] 12/30/2013

Department Director Signature/Date

Rec & Parks - Harbormaster

Department

[Signature] 12/30/13

Match is required. Match will be met in the form of ⁽¹⁾

I attest that this asset has been approved/appropriated in ⁽²⁾

Department Director Signature/Date

Department

COMMENTS:

This is an annually renewed grant the City has been receiving for more than 20 years. Each Year we receive a new three year grant allocation. It is somewhat like a stand-by fund. Projects are proposed to and approved by the Regional Boating Services Administrator at MDNR before funds may be obligated. Actual Award amount may be different than application amount.

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.
(2) Examples: FY __ operating budget, a memorandum of understanding, City Council resolution/ordinance.