

GA-29-15

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Sally Nash

Dept: Planning & Zoning

Phone: 410-263-7792

This is a request to

- review, approve, and/or sign a grant agreement/award
- other

Grant title: FY2016 Unified Program Work Plan (UPWP)

Grantor: Baltimore Metropolitan Council, Inc.

Amount: \$ 66,160

Attestation:

Match is *not* required.

Match is required. Match will be met in the form of ¹ In-Kind match of salaries that contribute to the UPWP (P&Z and Transit)

I attest that this asset has been approved/appropriated in ² FY2016

Department Director signature

Dept

Date

Routing

Initials

Date

Comments

originating Dept Director

SN

In

5/28

Out

5/28

Grants Coordinator

NJP

5/28

5/28

Finance Director

City Attorney

City Manager

Mayor

City Clerk

Finance Committee

Finance Dept

For 6/2 FINCOMM

Return to Originating Department



Grant Title FY2016 Unified Program Work Plan (UPWP) Grant

Grant Award (\$) 66,160.00

Originating Department(s): Planning & Zoning

Dept Contact (Name/Phone): Sally Nash, 410-263-7792

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		66,160.00	16,540.00		82,700.00	
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					0.00	
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	66,160.00	16,540.00	0.00	82,700.00	

TOTAL EXPENDITURES*: **82,700.00**

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

Match is not required.

Department Director Signature/Date

Department

Match is required. Match will be met in the form of ⁽¹⁾ Salaries: Chief Planner, Senior Planner, GIS Coordinator, GIS Technician

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

Department Director Signature/Date

Department

COMMENTS:

(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.

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		

The Baltimore Metropolitan Council consists of parties from Annapolis, Baltimore City, Baltimore County, Anne Arundel County, Carroll County, Harford County, Howard County and the Maryland Departments of Planning, Transportation and the Environment that collaborate to create an annual Unified Program to address transportation planning in the Baltimore Metropolitan region.

This grant provides financial assistance to the City from the BMC, to aid in completion of the work scopes and activities outlined in the FY2016 Unified Program in an effort to continue the Transportation Planning process and support special studies related to Transportation within the City.

The Unified Program Work Plan consists of work in the following areas of concentration: UPWP Management, Bicycle & Pedestrian Planning, Transportation Improvement Program, GIS Coordination, Regional Transit Analysis and Regional Sub-area Analysis Bike Map.

The total Plan cost is \$82,700, with \$66,160 provided by the Baltimore Metropolitan Council and \$16,540 provided by an in-kind match of staff salaries. This match consists of a portion of the salaries from the following positions: the Planning Chief, the Senior Planner, the GIS Coordinator, and the GIS Technician.

This is a grant that the City receives on an annual basis.

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.