## GA-29-15

CRA	NT F	RIEFING DOCUME	NT		-	rev. 2/13/13		
From:				Dianning 8	Zonina	Phone: 410-263-7792		
Naı	me:	Sally Nash	Dept:	Planning 8	ZOTITIS	Thone. 410 200 1100		
This is	a req	uest to review, approve, and/ other	or sign a grar	agreeme	nt/award			
Grant	title:	FY2016 Unified Progran	n Work Pian (L	JPWP)				
Grantor:		Baltimore Metropolitan (	Council, Inc.	Amount: \$ 66,160				
	Att	estation:						
		Match is <i>not</i> required	l. <sub>.</sub>					
İ	V	Match is required. M	fatch will be	met in the	form of 1	In-Kind match of salaries that		
		that contribute to the UF						
		I attest that this asset	has been app	roved/app	ropriated i	n <sup>2</sup> FY2016		
Department Director signature Dept Date								
<u></u>		Department 2 in c	ctor signature		Dep	ot Date		
Routi	ing	Department	Initials		ate	Comments Date		
Routi		inating Dept Director						
	orig			In D	Out  (1)	Comments		
V	orig Grai	inating Dept Director	Initials	In D	Out  (1)	Comments		
	orig Gran Fina	inating Dept Director	Initials	In 5/08	Out  Solve  5/28	Comments		
	orig Gran Fina City	inating Dept Director nts Coordinator nnce Director	Initials	In 5/08	Out  5/28	Comments		
	orig Gran Fina City	inating Dept Director  Ints Coordinator  Ince Director  Attorney  Manager	Initials	In 5/28	Out    1   1   2   3	Comments		
	orig Gran Fina City City May	inating Dept Director  Ints Coordinator  Ince Director  Attorney  Manager	Initials	In 5/28	Out    1   1   1   1   1   1   1   1   1	Comments		
	orig Gran Fina City City May	inating Dept Director  Ints Coordinator  Ince Director  Attorney  Manager  yor	Initials	In 5/28	Out    1   1   1   1   1   1   1   1   1	Comments		
	orig Gran Fina City City May City	inating Dept Director  Ints Coordinator  Ince Director  Attorney  Manager  yor  Clerk	Initials	In 5/28	Out    1   1   1   1   1   1   1   1   1	Comments		

## **GRANT BUDGET FORM**

5/28/2015

Grant Title	FY2016 Unified P	rogram Work P	lan (UPWP) Grant		and the second s		
Grant Award (\$)	66,160.00 Originating Department(s): Planning & Zoning						
	Dept Contact (Name/Phone): Sally Nash, 410-263-7792						
Expenditure Account	Federal	<u>F</u> State	Revenue Source Local (Matching)	Other	Total per Expend. Type	Comments	
Salaries		66,160.00	16,540.00		82,700.00		
Benefits					0.00	de la Company	
Overtime					0.00	Addition requirements of the second	
Supplies					0.00	Additional Property and Additi	
Telephone					0.00		
Electricity					0.00		
Fuel and Oil					0.00	A Administration of the Control of t	
Training & Education	SCORE TO THE PROPERTY OF THE P		·	- 4.4.4 (moreography)	0.00	A SECOND	
R & M - Equipment					0.00		
Special Programs				Acceptations with the second s	0.00		
Contract Services					0.00		
Capital Outlay				4	0.00		
other (fill-in)					0.00	400000	
other (fill-in)					0.00		
other (fill-in)					0.00		
other (fill-in)					0.00		
other (fill-in)					0.00	MANUFACTURE CO.	
other (fill-in)					0.00		
Total	0.00	66,160.00	16,540.00	0.0	82,700.00		
			EXPENDITURES*:	82,7	700.00		
	y be different from Grant	Award \$ is there is a	a maten requirement.				
Match is not required.							
Department Director S	Signature/Date		And Andrews (TV)	Department			
Department bisector C	·			<b>,</b>		•	
X Match is required. Ma	atch will be met in th	e form of (1)	Salaries; Chief	Planner, Senio	r Planner, GIS Coor	dinator, GIS Technician	
l attest that this asset ha					the state of the s	Manager 1	
	9	,					
Department Director Signature/Date			Department				
•	•	ı					
COMMENTS:			A A A STATE OF THE				
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			4.44			· · · · · · · · · · · · · · · · · · ·	

<sup>(1)</sup> Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

<sup>(2)</sup> 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 salarles. 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.

<sup>&</sup>lt;sup>1</sup> Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.
<sup>2</sup> Examples: FY\_\_ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.