

GA-27-15

## GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Cynthia Gudenius Dept: Planning & Zoning Phone: 410-263-7961

This is a request to

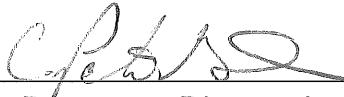
- ☒ review, approve, and/or sign a grant agreement/award
- ☐ other \_\_\_\_\_

Grant title: State of Maryland Department of Natural Resources Critical Area Commission for the Chesapeake and Atlantic Coastal Bays Grant-in-Aid ProgramGrantor: State of Maryland, DNR, Critical Area Commission Amount: \$ 6,000.00

## Attestation:

- ☒ Match is *not* required.
- ☐ Match is required. Match will be met in the form of <sup>1</sup> \_\_\_\_\_.

I attest that this asset has been approved/appropriated in<sup>2</sup> \_\_\_\_\_.

 Planning and Zoning 4/22/15  
 Department Director signature Dept Date

Routing	Initials	Date		Comments
		In	Out	
<input checked="" type="checkbox"/> originating Dept Director	<u>CG</u>	<u>4/22/15</u>	<u>4/23/15</u>	
<input checked="" type="checkbox"/> Grants Coordinator				<u>RUSH : for 4/29 Fin. Comm</u>
<input checked="" type="checkbox"/> Finance Director				
<input checked="" type="checkbox"/> City Attorney				
<input checked="" type="checkbox"/> City Manager				
<input checked="" type="checkbox"/> Mayor				
<input checked="" type="checkbox"/> City Clerk				
<input checked="" type="checkbox"/> Finance Committee				
<input checked="" type="checkbox"/> Finance Dept				

**Return to Originating Department**

## 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		

Two (2) copies of the grant must be signed and returned to the Critical Area Commission no later than May 6, 2015.

The Grant Agreement becomes effective upon the date of execution by the Commission and expires 6/30/2016. The total grant amount is \$6,000 for the fiscal year.

The grant is a benefit to the City of Annapolis as it helps to offset the salaries and expenses incurred for the implementation of the various tasks of the local Critical Area Program and compliance with State regulations.

No matching funds are required.

<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.