



## Legislation Details (With Text)

**File #:** R-20-50  
**Type:** Resolution  
**File created:** 5/18/2020  
**Status:** Enacted and Published  
**In control:** City Council  
**Final action:** 5/18/2020  
**Enactment date:** 6/2/2020  
**Enactment #:** R-2020-053  
**Title:** Calling On The Mayor To Establish A Pool Of Contractors To Provide Grant Writing Services For The Procurement Of Available Coronavirus Support And Relief Funding; Adjusting Fiscal Year 2020 And 2021 Appropriations; And Calling For A Feasibility Study For The Creation Of A Dedicated City Grant Management Unit (Peña, Borrego, Sena)  
**Sponsors:** Klarissa J. Peña  
**Indexes:**  
**Code sections:**  
**Attachments:** 1. R-50, 2. R-50Enacted

| Date      | Ver. | Action By    | Action                                  | Result |
|-----------|------|--------------|---|--------|
| 6/2/2020  | 2    | City Clerk   | Published                               |        |
| 5/29/2020 | 2    | Mayor        | Signed by the Mayor                     |        |
| 5/22/2020 | 2    | City Council | Sent to Mayor for Signature             |        |
| 5/18/2020 | 1    | President    | Immediate Action Requested              |        |
| 5/18/2020 | 1    | City Council | Amended                                 | Pass   |
| 5/18/2020 | 1    | City Council | Amended                                 | Pass   |
| 5/18/2020 | 1    | City Council | Passed as Amended                       | Pass   |
| 5/18/2020 | 1    | City Council | Introduced (Immediate Action Requested) |        |
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## CITY of ALBUQUERQUE TWENTY FOURTH COUNCIL

COUNCIL BILL NO. R-20-50 ENACTMENT NO. \_\_\_\_\_

SPONSORED BY: Klarissa Peña, Cynthia D. Borrego, and Lan Sena

### RESOLUTION

Calling On The Mayor To Establish A Pool Of Contractors To Provide Grant Writing Services For  
The Procurement Of Available Coronavirus Support And Relief Funding; Adjusting Fiscal Year

2020 And 2021 Appropriations; And Calling For A Feasibility Study For The Creation Of A  
Dedicated City Grant Management Unit (Peña, Borrego, Sena)

CALLING ON THE MAYOR TO ESTABLISH A POOL OF CONTRACTORS TO PROVIDE GRANT  
WRITING SERVICES FOR THE PROCUREMENT OF AVAILABLE CORONAVIRUS SUPPORT  
AND RELIEF FUNDING; ADJUSTING FISCAL YEAR 2020 AND 2021 APPROPRIATIONS; AND  
CALLING FOR A FEASIBILITY STUDY FOR THE CREATION OF A DEDICATED CITY GRANT  
MANAGEMENT UNIT.

WHEREAS, the current public health emergency has created a need for the City to secure  
grant writing services to assist in the procurement of additional federal, state and private grant  
funding for Coronavirus response and relief; and

WHEREAS, the City has entered into a contract with a local vendor to provide public and  
private grant research and analysis, preparation of grant applications, and post-award grant  
management; and

WHEREAS, new opportunities for Coronavirus support funding are being presented on a daily  
basis, and instant action is needed to pursue and procure these grant opportunities; and

WHEREAS, the Council wishes to afford the opportunity for other local consultants who have  
suffered economically from the health emergency to provide grant writing services; and

WHEREAS, on May 4, 2020 the City Council approved Resolution R-20-34, which  
appropriated \$150,364,461 from the United States Secretary of the Treasury to the Operating  
Grant Fund (265) for Fiscal Year 2020 and 2021,  
to reimburse the City for direct COVID-19 related expenses; and

WHEREAS, in Fiscal Year 2019, the City of Albuquerque was the recipient of approximately  
\$51.2 million in federal grants, mostly comprised of recurring operational grants for Transit,  
Aviation, Public Safety and Health & Social Service programs; and

WHEREAS, many federal grant opportunities exist for municipalities in addition to the familiar  
recurring programs, that can provide support for issues of poverty, homelessness, education,  
public safety, and economic development, among others; and

WHEREAS, the grants.gov website is a valuable resource for researching and applying for  
available federal grant opportunities, and provides a secure and reliable source to apply for  
federal grants; and

WHEREAS, it is prudent for the City to pursue additional federal grant opportunities; not only  
to supplement funding available for services, but also to create, and maintain effective

partnerships with federal grantor agencies; and

WHEREAS, the City's federal grant awards are managed by individual City departments, with technical accounting assistance from the Department of Finance and Administration's (DFAS) Grant Administrator and staff; and

WHEREAS, the creation of a centralized City grant management unit that is responsible for the entire grant process, from procurement of the grant to the final reporting and close-out of the grant, may provide better results and efficiencies for the City.

BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF ALBUQUERQUE:

Section 1. The Mayor, through the Department of Finance and Administrative Services, Purchasing Division, is directed to establish a vendor pool, or hire additional staff, to provide grant writing services for all City Departments by June 15, 2020. Selection of the vendor pool shall be completed through a competitive request for proposals (RFP).

Section 2. That funds in the amount of \$150,000 are hereby unreserved from the General Fund (110) and appropriated to the Department of Finance and Administration, Accounting Division in Fiscal Year 2020.

Section 3. The Mayor, through the Department of Finance and Administrative Services, Office of Budget and Management, is directed to complete a feasibility study for the creation of a centralized Grant Management Unit for the City that provides grant writing services, assistance with program management, and accounting and financial reporting support to all City departments. The study shall include consideration of the size of the Grant unit, whether each of the services required are best provided by City staff or outside consultants, and the fiscal impact of establishing the Grant unit. The final report on the feasibility study shall be submitted to the City Council by March 1, 2021, in anticipation of the Fiscal Year 2022 operating budget process.

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