

Memorandum

REPORT TO: City Commission

FROM: Anna Rosenberry, Assistant City Manager

SUBJECT: Recommend Non-Profit Entities and Amounts to be Awarded for City Non-Profit COVID Relief Grants and Authorize City Manager to Sign a Professional Service Agreements for These Grants

MEETING DATE: February 2, 2021

AGENDA ITEM TYPE: Administration

RECOMMENDATION: Approve recommended non-profit entities and amounts to be awarded for city non-profit COVID relief grants and authorize City Manager to sign professional service agreements for these grants.

STRATEGIC PLAN: 3.2 Health & Safety Action: Work with our partners to improve education, public awareness, and to coordinate programs concerning emergency services, criminal justice, and important social services.

BACKGROUND:

On November 24, 2020, Resolution 5230 was approved to fund grants to non-profit entities. As stated in the resolution, grants would be based on community impact, the operational or funding difficulties described by the non-profit that have been brought on by the pandemic, organizational capacity within our community, and any other relevant criteria.

Since adoption of the Resolution, we were notified by the State that the reimbursement program for the Coronavirus Relief Fund was changing. As a result, the amount of funding available for these grants is \$2,145,167 (not the estimated \$2.7 Million at the time Resolution 5230 was adopted.)

On December 8, 2020, we opened an online grant application portal and encouraged applications to be submitted by December 22nd. Our grant application invitation was open-ended, inviting non-profits to apply for assistance and describe the impact that the pandemic has had on their organizations and clients. We did not list a maximum award cap. We did not state that we would be restricting the grants to only non-profits with a physical location in Bozeman. Instead, we asked applicants to describe how their services impact Bozeman residents.

As of December 31, we had received 53 applications with requests totaling over \$2.5 Million dollars. We closed the portal on January 4th and began evaluation of the applicants that were received. *Application materials can*

be found [here](#). Applications are found in order of amount requested; the .pdf bookmarks are useful for navigation.

After review of all the applications and materials, we recommend that awards totaling \$2,145,167 (the full amount available) be made for 48 grants, in the amounts listed in Table 1. The results of this recommendation allocates 77% of the amount available to Housing, Medical/Basic Needs, and Behavioral Health service providers and programs. Non-profits providing education, recreation, cultural, and other services represent 23% of the amount awarded. (Admittedly, many non-profits provide over-lapping service types and benefits. These designations are based on our simple reading of the application materials.) Refer to attached chart.

Summary of Recommended Awards	Amounts	%
Housing	\$ 649,167.00	30%
Behavioral Health	\$ 647,132.00	30%
Medical Care & Basic Needs	\$ 360,532.00	17%
All Other: Recreation, Education, Cultural, Environment	\$ 488,786.00	23%
Total Awards	\$ 2,145,617.00	100%

Upon approving this award list, we will contact applicants and seek to enter into a grant agreement with them. The grant agreements will follow our standard form used during the regular budget process for non-profits receiving General Fund support, with some modifications. The contracts will:

- memorialize the award requirements as described in each of the applications and verify formal non-profit status, and
- require adherence to non-discrimination in service delivery under the City's non-discrimination code, and acknowledge equal pay requirements under federal and state law, and
- commitment to operate any described events in accordance with local, state and federal health rules for COVID 19, and
- require reporting back to the City at progress points and/or final reporting on their use of funds, and
- based on the individual proposals, there may be other special terms for some grants, as deemed necessary by the City Manager and City Attorney.

UNRESOLVED ISSUES: We are hopeful that all grantees will be agreeable to our terms; however, it is possible that some grantees might not be willing or able to accept the award. The City Manager will report to the Commission if there are contracts

we are unable to execute.

ALTERNATIVES:

Do not fund these awards or award different amounts.

FISCAL EFFECTS:

As a result of approving this item, we will begin to enter into contracts with the organizations referenced in Table 1. These contracts will authorize the disbursement of grants totaling \$2,145,167 from the City's General Fund. This is the full amount authorized in Resolution No. 5230 for Non-Profit Grant Support.

Attachments:

[Table 1 - Memo Packet.pdf](#)

[Chart 1 - Memo Packet.pdf](#)

Report compiled on: January 20, 2021