



## Agenda Sample – IN-KIND MATCH

### TITLE:

Resolution to Amend the Fiscal Year 2023 Council Approved Budget to Accept and Appropriate the 2023 Foster Grandparent Program Grant Awarded by Corporation for National and Community Services

### PURPOSE/BACKGROUND:

The Corporation for National and Community Services ("CNCS") is an independent, federal grant-making government agency whose mission is to improve lives, strengthen communities and foster civic participation through services and volunteers. The CNCS has awarded the 2023 Foster Grandparent Program Grant to the City of Hampton's (the "City") Department of Human Services - Social Services. The CNCS, through its programs Senior Corps, America Corp, Volunteer Generational Fund and Social Innovation Fund, has helped to engage millions of citizens in meeting community and national challenges through service and volunteer action.

The Senior Corps incorporates the Foster Grandparent Program. Foster grandparents are role models, mentors and friends to children with exceptional needs. The program provides a way for community volunteers (55 and over) to actively serve children, thus helping the children gain confidence and maturity and become productive members of society. The Foster Grandparent Program on the Peninsula serves the cities of Hampton, Newport News and Williamsburg as well as the counties of York and James City. The Hampton Department of Human Services - Social Services was first awarded the Foster Grandparent Program Grant in 1972 and has been a recipient in each subsequent year.

### Discussion:

This grant award will help support the continuation of the Foster Grandparent Program on the Peninsula, thus ensuring that approximately one hundred five (105) foster grandparents will be available to provide services in child development centers, pre-K centers, kindergartens and Title 1 elementary schools. The grant supports the salaries and fringe benefits of two (2) permanent full-time ("PFT") positions and two (2) when actually employed ("WAE") positions along with operating expenses and stipends for the foster grandparents. The Foster Grandparent Program employees adhere to the City's Human Resources employment policies and performance evaluation process.

### Impact:

The City has been awarded \$393,888 in independent federal grant funds from the CNCS with a required in-kind match of \$69,770, for a total grant award of \$463,658. The in-kind match will be met within the Department of Human Services – Social Services' existing operating budget in the form of office supplies. This is the first year of a three-year renewable grant.

### Recommendation:

Approve.

**WHEREAS**, the Corporation for National and Community Service (CNCS) has awarded the 2022 Foster Grandparent Program Grant in the amount of \$393,888;

**WHEREAS**, the Foster Grandparent Program Grant award requires an in-kind match of \$69,770;

**WHEREAS**, the combined funds of the Foster Grandparent Program Grant award and the required in-kind match totaling \$463,658 will be used by the Hampton Department of Human Services - Social Services to fund the salaries and fringe benefits of two (2) permanent full-time ("PFT") positions and two (2) when actually employed ("WAE") positions along with operating expenses and stipends for the foster grandparents; **and**

**WHEREAS**, the grant award is for the period of July 1, 2022 through June 30, 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Hampton, Virginia hereby amends its Fiscal Year 2023 Council Approved Budget to:

(1) accept and appropriate the Foster Grandparent Program Grant award in the amount of \$393,888, and any supplemental funding, from the Corporation for National Community Service to the Grant Fund; and (2) approve the in-kind match of \$69,770 from the Human Services – Social Services operating budget in the form of office supplies for the purpose of funding the salaries and fringe benefits of two (2) permanent full-time ("PFT") positions and two (2) when actually employed ("WAE") positions along with operating expenses and stipends for the foster grandparents in accordance with the grant agreement.

**BE IT FURTHER RESOLVED** that the City Council authorizes the City Manager, or her designee, to take any and all actions necessary to implement this grant award.

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#### PLEASE NOTE:

1. **Please, please, please** ... check your grammar, spelling and punctuations-!
2. The acceptance and appropriation of grant funds amends the Council Approved budget for that respective fiscal year. Therefore, the language in the title, body and resolution must clearly communicate this action.
3. Spell out all acronyms prior to the use of said acronym.
4. Detail specifically the amount of the required in-kind match and the funding source.
5. The "**WHEREAS**" ... "**NOW, THEREFORE, BE IT RESOLVED**" ... "**BE IT FURTHER RESOLVED**" should be in **bold** and **indented** with the **appropriate punctuation**.