



4800 Ashford Dunwoody Road
 Dunwoody, Georgia 30338
 dunwoodyga.gov | 678.382.6700

To: Mayor and Council
 City of Dunwoody

From: J. Jay Vinicki
 Assistant City Manager

Through: Eric Linton
 City Manager

Date: 23 August 2021

Subject: Not for Profit Grant Amendment and Budget Revision

To date, the City of Dunwoody has award \$535,000 to local not-for-profits from the CARES II funding source, with slightly under \$450,000 expended to date.

During meetings with the not-for-profits about American Recue Plan (ARP) funding, some indicated even before that funding is available, they would like to request additional CARES II funding. Staff recommends the following procedure be authorized to expedite the process:

- Once all contractual grant funding is reimbursed by one of the eight approved agencies, they may request in writing an advancement of \$10,000 to be approved by an amended contract signed off by the city manager.
- The city manager or designee will pre-approve all purchases before the advancement of the funding to ensure compliance with city objectives.
- At that point, the Finance Director will be authorized to transfer \$10,000 to the agency. The agency will then have 60 days to return receipts confirming purchase. Should the agency not return receipts to show purchase by that time, then the grant will be considered terminated on recommendation by staff.
- This procedure will continue until the current allotment has an additional \$100,000. If that cap is reached, then staff will return to mayor and council for additional authorization.

Lynn Deutsch Mayor
Eric Linton, ICMA-CM City Manager
Sharon Lowery, CMC City Clerk

Pam Tallmadge City Council Post 1
Jim Riticher City Council Post 2
Tom Lambert City Council Post 3

Stacey Harris City Council Post 4
Joe Seconder City Council Post 5
John Heneghan City Council Post 6

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- Funding will come from the \$940,803 contingency amount and staff requests authorization to move that amount immediately.

Recommendation

To authorize the city manager or designee to initiate actions to distribute funding in the method described in this memo.

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