



CITY OF CONCORD

New Hampshire's Main Street™

Finance

Audrey D. Masters
Assistant Finance Director

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Audrey D. Masters – Assistant Finance Director

DATE: July 16, 2025

SUBJECT: Resolution for Annual Grant Closeout and De-Authorization

Recommendation

Accept this resolution to close out and de-authorize grant projects.

Background

Annually, the City of Concord Finance Department works with other City departments to review capital projects to determine which projects can be closed, and take the appropriate action with any remaining funds. Historically, this effort has not extended to the City's grant and donation projects within the City's Community Development Block Grant or Grants & Donations Funds. In an effort to close and deauthorize these grant and donation projects, the Accounting Division worked with other City departments to review all open grant and donation projects. This effort was undertaken in anticipation of enhanced reporting on these projects in the future.

The attached resolution will retroactively de-authorize unused grant authorizations and the corresponding appropriations.

Discussion

A total of 292 separate grant or donation projects were reviewed. They spanned a period of time ranging from 2000 to 2025. These projects represented the Grants & Donations Fund as well as the Community Development Block Grant Fund, and totaled over \$24 million in total appropriations.

Of the total 292 separate projects, 110 remained open and 182 were reported and determined to be complete/closed. Of the 182 complete/closed projects, 72 had no remaining balances and 110 had remaining balances. Completed projects with no remaining balances were closed, along with completed projects with balances, by resolution accompanying this report.