



CITY OF CONCORD

New Hampshire's Main Street™

Finance

Brian G. LeBrun
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Finance

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Brian LeBrun, Deputy City Manager-Finance
DATE: November 13, 2024
SUBJECT: Revise City Manager Authorization to Apply for and Accept Grants

Recommendation

Accept this report and the attached resolution authorizing the City Manager to apply for and accept grants prior to City Council authorization when the grant is deemed to be in the best interest of the City by the City Manager.

Background

The City's practice has been to request and receive authorization from the City Council apply for grants in excess of \$10,000 and to seek authorization from the City Council to accept and approve a supplemental appropriation once notified that the grant has been awarded to the City. The City Council has also provided the City Manager the authority to apply for grants and seek City Council authorization after the application has been submitted when the grant application deadline was not able to be met due to the grant deadline and the timing of City Council meetings.

Discussion

Due to changing deadlines for either the grant application or acceptance, and in a number of cases the requirement that the City accept the grant before the Governor and Council approval, there have been several instances where grant deadlines were prior to the next City Council meeting.

The attached resolution requests City Council authorization for the City Manager to both apply for and accept grants that are deemed to be in the best interest of the City, prior to obtaining

authorization from the City Council. The City will continue to notify the council of the grant application through a consent report approval request, subsequent to the application, when necessary. Additionally, the City Council will still have the ultimate authority for appropriating grant funds.

This revised process will simply streamline the application and acceptance process, when necessary, so that the City can meet the deadlines presented by the grantee.