



APPROVED
BY THE CITY COUNCIL

JUN 25 1996

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CITY CLERK

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CITY MANAGER

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June 14, 1996

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Authorization to Execute An Agreement with Grant Writing Consultant for
Funding of Neighborhood Policing Programs

LOCATION AND COUNCIL DISTRICT:

Citywide

RECOMMENDATION

It is recommended that City Council authorize the City Manager to execute a consultant services agreement with John A. Griffin in an amount not to exceed \$244,300 for grant writing services for funding of the Neighborhood Policing Programs.

CONTACT PERSONS

Jane Christenson, Admin Analyst II, Office of the Chief of Police
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FOR COUNCIL MEETING OF

June 25, 1996

SUMMARY

On May 28, 1996 City Council approved the concept of retaining a grant writing consultant to pursue funding for continuation of the Neighborhood Policing Program and directed staff to proceed with developing a consultant services agreement with John Griffin.

BACKGROUND

- ❖ With the reduction of SHRA funding effective June 30, 1996 alternative funding strategies to continue the Neighborhood Policing Program (NPO) are being pursued.
- ❖ On May 28, 1996 City Council approved the concept of retaining a grant writing consultant to pursue grant funding for the NPO Program.
- ❖ John Griffin has extensive experience, expertise and success rate in obtaining law enforcement grants. He guarantees \$1 million in funding in 14 months for a flat rate plus additional grant funding based on an incentive fee structure.
- ❖ City must approve any grant opportunities prior to application.
- ❖ Working with a multidisciplinary grant team, Mr. Griffin and staff will develop a range of possible grant opportunities that will be pre-reviewed with City Council.
- ❖ Based on City Council comments, the opportunity to train and learn from Mr. Griffin during the term of the agreement in order to develop greater internal capacity for grant research, writing and management has been added to the scope of the agreement.

FINANCIAL CONSIDERATIONS

Under the proposed business terms, a base fee of \$75,000 would guarantee grant writing efforts resulting in \$1 million in funding in 14 months, with an additional incentive program not to exceed \$169,000 unless approved by City Council. Total initial contract amount not to exceed \$244,300 which would result in \$3 million in grant funding. SHRA will be providing \$20,000 toward the contract cost through an Individual Project Agreement approved by the City Council. Remaining contract amount will be funded through the General Fund Administrative Contingency.

POLICY CONSIDERATIONS

Retention of the services of an expert grant writer to generate funding for priority programs is a new approach for the City. Piloting of the use of a grant consultant with a guarantee of funding and incentive fee structure provides an opportunity to evaluate the viability of this alternative as an ongoing strategy for priority funding needs.

ENVIRONMENTAL REVIEW

The proposed action is exempt from CEQA as a ministerial action.

M/WBE CONSIDERATIONS

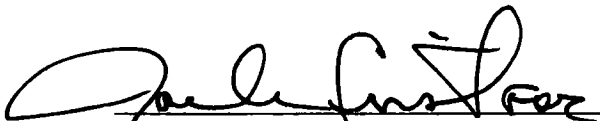
GGW&C is not a M/WBE business. However, given the unique 'guarantee' component and pilot approach to the agreement, a sole source award of this contract is justified.

Respectfully submitted,



Jack Crist
Deputy City Manager

RECOMMENDATION APPROVED:



WILLIAM H. EDGAR
City Manager