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City of Las Cruces[®]
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Council Action and Executive Summary

Item # 1 Ordinance/Resolution# 12-028

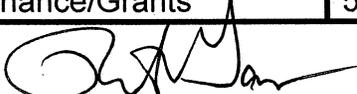
For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of August 15, 2011
 (Adoption Date)

TITLE: A RESOLUTION AUTHORIZING THE LAS CRUCES MUSEUM OF ART TO ACCEPT A GRANT FROM THE NEW MEXICO ARTS GRANT PROGRAM IN THE AMOUNT OF \$6,394.00 WITH A \$1,598.50 CASH MATCH REQUIREMENT FOR THE "NEW MEXICO: 100 YEARS OF ART" EXHIBIT, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE GRANT ACCEPTANCE PACKAGE, AND TO ADJUST THE FY 2012 BUDGET.

PURPOSE(S) OF ACTION:

To accept grant and adjust budget.

COUNCIL DISTRICT: ALL		
<u>Drafter/Staff Contact:</u> Elizabeth Vega	<u>Department/Section:</u> Finance/Grants	<u>Phone:</u> 575-541-2717
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The mission and goal of the Las Cruces Museum of Art is to engage and inspire a diverse audience through contemporary art exhibitions, public programming, and educational activities. The "New Mexico: 100 Years of Art" exhibit, along with lectures and workshops related to the exhibit, will do just that. The "New Mexico: 100 Years of Art" exhibit is currently slated to run at the Museum of Art from February 2012 until April 2012, after which it will be showcased at various locations around the state in centennial celebrations.

The New Mexico Arts grant program is a division of the Department of Cultural Affairs and provides financial support for art projects within the state. The Museum of Art was successful in their grant application and ranked third among almost one hundred applications state-wide. The funds received from the New Mexico Arts grant program will be used for marketing materials to publicize the exhibit. The grant will also pay for travel, contract fees, and for lecturers speaking at workshops the Museum of Art will be hosting in conjunction with the exhibit.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Grant Acceptance Package.
3. Exhibit "B", Budget Adjustment.

(Continue on additional sheets as required)

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input type="checkbox"/>	See fund summary below
	No	<input checked="" type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input checked="" type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue?	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>2761 Other Operating Fund</u> in the amount of \$ <u>6,394.00</u> for FY 2012.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funds will be deposited into Fund #2761 (State Operating Grant) under project #22009 to be used by the Museum of Art to pay for contracting fees, travel, marketing, and programming materials related to the "New Mexico: 100 Years of Art" exhibit. Cash match funds will come from local business and foundation support, as well as funds already set aside in the Museum of Art budget for FY 2012.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
State Operating Grant Fund	27205150-722104-22009	\$1,500.00	\$1,500.00*	\$0.00	N/A
State Operating Grant Fund	27205150-722190-22009	\$2,000.00	\$2,000.00*	\$0.00	N/A
State Operating Grant Fund	27205150-724190-22009	\$2,000.00	\$2,000.00*	\$0.00	N/A
State Operating Grant Fund	27205150-730110-22009	\$894.00	\$894.00*	\$0.00	N/A
General Fund (match)	10205140-722103-22009	\$1,599.00	\$1,599.00	\$0.00	N/A

*pending adjustment

(Continue on additional sheets as required)

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will ratify the City Manager's signature to accept grant funds from New Mexico Arts to be used by the Las Cruces Museum of Art for their "New Mexico: 100 Years of Art" exhibit. It will also adjust the FY 2012 budget.
2. Vote "No"; this will cause the Museum of Art to revert funds back to New Mexico Arts.
3. Vote to "Amend"; this is not an option as the grant acceptance package has been signed.
4. Vote to "Table"; this not an option, as grant funds have been accepted.

REFERENCE INFORMATION:

N/A

RESOLUTION NO. 12-028

A RESOLUTION AUTHORIZING THE LAS CRUCES MUSEUM OF ART TO ACCEPT A GRANT FROM THE NEW MEXICO ARTS GRANT PROGRAM IN THE AMOUNT OF \$6,394.00 WITH A \$1,598.50 CASH MATCH REQUIREMENT FOR THE "NEW MEXICO: 100 YEARS OF ART" EXHIBIT, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE GRANT ACCEPTANCE PACKAGE, AND TO ADJUST THE FY 2012 BUDGET.

The City Council is informed that:

WHEREAS, the New Mexico Arts grant program is providing funding opportunities to museums hosting exhibits within the state to supplement costs associated with marketing and programming; and

WHEREAS, the Las Cruces Museum of Art was successful in their grant application and received \$6,394.00 from the New Mexico Arts grant program for the "New Mexico: 100 Years of Art" exhibit with a required \$1,598.50 cash match amount; and

WHEREAS, the cash match has already been budgeted in the FY 2012 Museum of Art budget, and will be supplemented by monetary support from local business and the Foundation for Las Cruces Museums.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the Las Cruces Museum of Art is authorized to accept a grant in the amount of \$6,394.00 with a cash match requirement of \$1,598.50 from the New Mexico Arts grant program.

(II)

THAT the Council does ratify the City Manager's signature on the grant acceptance package to meet the grant submission deadline.

(III)

THAT the FY 2012 Adopted Budget is hereby adjusted as reflected in Exhibit "B" attached here and made a part of this resolution.

(IV)

THAT City staff is hereby authorized to do all deeds as necessary in the accomplishment of the herein above.

DONE AND APPROVED this ____ day of _____, 2011.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

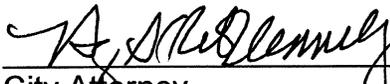
Moved by _____

Seconded by _____

VOTE:

Mayor Miyagishima:	_____
Councillor Silva:	_____
Councillor Connor:	_____
Councillor Pedroza:	_____
Councillor Small:	_____
Councillor Sorg:	_____
Councillor Thomas:	_____

APPROVED AS TO FORM:



City Attorney



Financial Services Department
Grants Administration Office

Grant Acceptance Package

Opportunity Title: New Mexico Art - Art Services Grant

Offering Agency: New Mexico Art

Opportunity Number: CUGE 12-075

Award Amount: \$6,394.00

Receiving Department/Section: Public Services/Museum of Art

GAO Grant Writer: Elizabeth Vega

OPTIONS

Approve acceptance of grant funding. Affirmed by signature below.

Disapprove request, funding will not be accepted.

SIGNATURES

Approved As to Form: 
Harry "Bete" Connelly, City Attorney

City Manager: 
Robert L. Garza, P.E.

Date: 7/12/11

This signed form and packet is to be returned to the GAO, Grant Writer.



Bataan Memorial Building, 407 Galisteo, Suite 270, Santa Fe NM 87501-2641
505-827-6490 or 1-800-879-4278 in NM, 505-827-6043 (fax)
www.nmarts.org

June 20, 2011

Dear FY12 Arts Services Grantee:

Please note our new mailing address, effective July 1, 2011: 407 Galisteo, Suite 270, Santa Fe NM 87501-2641.

Your FY12 Arts Services Contract has been issued by New Mexico Arts. We are pleased to be able to fund your organization. Please sign both copies of the contract, complete the W-9 Form, the New Mexico Pay Equity Initiative Certification Form, and the Statement of Federal Standing & Funds Form. The panel summary notes are for your information and do not need to be returned to us. Return the complete packet to New Mexico Arts. A return-packet checklist is enclosed for your convenience. After we receive your signed contract packet, we will sign the contracts and request the purchase order. When your purchase order is approved, we will send you one copy of a fully executed contract (i.e. one with all signatures). Contract packets received by July 6 probably will have approved purchase orders by the end of August.

We would like to receive your signed contract by **July 6, 2011**. If we receive your completed contract packet by July 6th, your effective date (the date New Mexico Arts signs the contract) will be in July. The later we receive your contract, the later your effective date will be. The effective date is the date on which you may begin accumulating expenses for reimbursement with this contract. *If you will be delayed in returning your contract packet to New Mexico Arts beyond mid-July, you must notify us.*

This year, we have included the Schedule of Programs & Services and the Revised Estimated Budget forms as part of the contract itself, so this information is authorized by the contract signatures. If you need to revise either form during the contract period, the forms are available on our website, www.nmarts.org/grantee-documents-and-forms.html. Your program coordinator can assist you with the revision process.

As noted above, be sure to complete the additional forms and return them with both copies of the contract. If you need to know the amount of Federal funds in your New Mexico Arts' arts services award, please contact me. Be aware that no Federal funds can be used for the match for your contract.

The State of New Mexico requires compliance with the Governor's Pay Equity Initiative. You can go to this website and download the form you need - http://www.generalservices.state.nm.us/spd/pay_e.html
NOTE: Organizations with fewer than 10 employees are exempt from the reporting requirements unless eight or more employees are in the same job classification. In addition, organizations are exempt if they receive less than \$20,000 in **total** state contracts or less than \$50,000 in **total** state professional services contracts. If your organization has fewer than 10 employees or meets the total state contract income exemption, please sign the appropriate section on the enclosed certification form.

Please be sure all items are signed properly and dated. Send the packet to New Mexico Arts in one envelope. Remember to use our new address.

Please call 505-827-6490 or 800-879-4278 if you have any questions or need assistance. New Mexico Arts staff will be happy to assist you.

Best regards,

Ann Weisman
Deputy Director

PS: **There will be a change in this fall's application for FY13 funding.** All organizations receiving grants from New Mexico Arts must have DUNS numbers. We will send out more information in July. You can apply for a DUNS number at no cost on the Dun & Bradstreet website, <http://www.dnb.com/>.

EXHIBIT "B"

**CITY OF LAS CRUCES
ADOPTED BUDGET FY 2011/2012**

FUND	DIVISION		FUND TYPE	
State Operating Grants Fund 2760	Various		Special Revenue	
	FY 2010/11 Projected*	FY 2011/12 Adopted	Adjustment	FY 2011/12 Adjusted
RESOURCES				
Beginning Balance	\$ 48,603	48,603		48,603
REVENUES				
21002 NM State Library Aid 2008	\$ 0	0		0
21006 NM State Library Aid 2011	0	0		0
30705 Jardin de los Ninos 2010	0	0		0
17001 NM Dept. of Transportation	31,000	0		0
22004 Museum of Art 2010	0	0		0
22005 NM Dept of Humanities	1,230	0		0
22006 NM Dept. of Cultural Affairs	6,740	0		0
22009 NM Museum of Art	0	0	6,394	6,394
23003 NM Dept of Health Summer Food	109,155	0		0
Total Revenues	\$ 148,125	0	6,394	6,394
Total Resources	\$ 196,728	48,603	6,394	54,997
EXPENDITURES				
27205080	\$ 0	0		0
21002 Branigan Library State Aid	0	0		0
21006 Branigan Library State Aid	0	0		0
30705 Jardin de los Ninos 2010	0	0		0
22005 NM Humanities 2009	1,230	0		0
17001 Rideshare Program	31,000	0		0
22004 Museum of Art 2010	0	0		0
22006 New Mexico Arts	6,740	0		0
22009 NM Museum of Art	0	0	6,394	6,394
23003 NM Dept of Health Summer Food	109,155	0		0
23004 NM Diabetes 2008	0	0		0
Total Expenditures	\$ 148,125	0	6,394	6,394
ENDING BALANCE	\$ 48,603	48,603	0	48,603

*Projected based on 8 months actual through February 28, 2011 and 4 months projected.