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City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 3 Ordinance/Resolution# 12-114

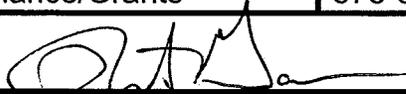
For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of January 17, 2012
 (Adoption Date)

TITLE: A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT AWARDED FUNDING FROM THE NEW MEXICO HUMANITIES COUNCIL IN THE AMOUNT OF \$13,000.00 WITH A MATCH REQUIREMENT OF \$13,000.00 FOR EXPENSES RELATED TO THE MUSEUM OF ART'S "NEW MEXICO: 100 YEARS OF ART" EXHIBIT 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 Humanities Council is a private foundation which offers financial support for art projects within the state. The Museum of Art was successful in their grant application and the funds received from the New Mexico Humanities Council grant program will be used for marketing materials to publicize the exhibit. The grant will also pay for travel and contract fees for lecturers speaking at workshops the Museum of Art will be hosting in conjunction with the exhibit. The \$13,000.00 match requirement has been earmarked in the Museum of Art's FY 2012 budget and they are not seeking any additional funds to be allocated.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Award Letter.
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:
	Budget Adjustment Attached	<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>13,000.00</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 (Other Operating Grant) under project #22011 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. Match funds have already been set aside in the Museum of Art FY 2012 budget and will be supplemented through local business contributions and foundation support.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Other Operating Grant Fund	27205150- VARIOUS- 22011	\$13,000.00	\$13,000.00*	\$0.00	N/A
General Fund (match)	10205140- VARIOUS- 22011	\$13,000.00	\$13,000.00	\$0.00	N/A

*pending adjustment

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will accept grant funds from New Mexico Humanities Council 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 Humanities Council.
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.

(Continue on additional sheets as required)

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 12-114

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT AWARDED FUNDING FROM THE NEW MEXICO HUMANITIES COUNCIL IN THE AMOUNT OF \$13,000.00 WITH A MATCH REQUIREMENT OF \$13,000.00 FOR EXPENSES RELATED TO THE MUSEUM OF ART'S "NEW MEXICO: 100 YEARS OF ART" EXHIBIT AND TO ADJUST THE FY 2012 BUDGET.

The City Council is informed that:

WHEREAS, the New Mexico Humanities 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 \$13,000.00 from the New Mexico Humanities Council grant program for the "New Mexico: 100 Years of Art" exhibit with a required \$13,000.00 cash and in-kind match requirement as show in "Exhibit A"; and

WHEREAS, the 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 \$13,000.00 with a match requirement of \$13,000.00 from the New Mexico Arts grant program.

(II)

THAT the Council does ratify the FY 2012 budget as shown through "Exhibit B".

(III)

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 _____, 2012.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

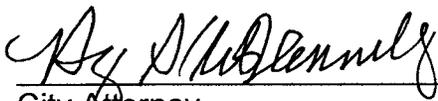
VOTE:

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

Moved by _____

Seconded by _____

APPROVED AS TO FORM:



City Attorney

November 22, 2011

Ms. Lisa Pugh
Las Cruces Museum of Art
PO Box 20000
Las Cruces, NM 88004



New
Mexico
Humanities
Council

RE: 2402-1410-433; *New Mexico: 100 Years of Art*

Dear Lisa,

I am pleased to inform you that the Board of the New Mexico Humanities Council approved your application for funds to support the proposed humanities project named above.

The project was funded in the amount of \$ 13,000.00. Congratulations on your grant! Please note any conditions in the Grant Agreement.

Enclosed, please find your Grant Agreement and a Project Director's Handbook. Read them carefully before you accept, sign, and return your Grant Agreement. You will need to refer to the Project Director's Handbook to request future payment on your grant and to file the required reports.

Please use the enclosed list of NMHC Board Members to notify them of your project events and invite them to attend. (An updated NMHC Board Member list will be emailed/mailed to you in the spring). It is important that board members be aware of funded events around the state. You may wish to personally invite those board members who live in your community or region. **Please note that the *New Mexico: 100 Years of Art* has been designated a *We the People* project by the New Mexico Humanities Council and the National Endowment for the Humanities. Please be sure to acknowledge this funding support in all your publicity materials.**

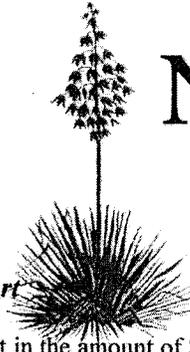
Please also incorporate the NMHC logo in your publicity/programs/other materials wherever possible. To download the NMHC logo, visit: www.nmhum.org.

Lastly, please be sure to notify the NMHC Senior Program Officer (that's me), of the scheduling of your project events. We keep a statewide schedule that can be supplied to the web site, the media, and in response to requests.

Again congratulations! We look forward to working with you in the months to come.

Sincerely,

K. Michelle Quisenberry
K. Michelle Quisenberry
Senior Program Officer



New
Mexico
Humanities
Council

GRANT AGREEMENT

GRANT NO: 2402-1410-433; *New Mexico: 100 Years of Art*

City of Las Cruces (the grantee) hereby accepts a Project Grant in the amount of \$13,000.00 from the New Mexico Humanities Council (NMHC). As indicated in the original application, the grantee agrees to provide cash and/or in-kind matching funds in the amount of \$23,914.00 (acceptance of this grant requires a minimum match of \$13,000.00). The period of this grant will extend from 11/15/2011 to 12/21/2012, and final reports will be due by 3/21/2012. The offer of this grant is good for ninety days. Should the grantee not sign and return this agreement within ninety days, NMHC may, at its discretion, exercise its option to withdraw the offer.

This Grant Agreement constitutes a legally binding contract between the grantee and NMHC. The grantee certifies that it is a not-for-profit organization and agrees to administer the grant in compliance with the provisions of the following documents: a) the NMHC Grant Application; and b) the NMHC Project Director's Handbook (enclosed). The grantee also hereby provides confirmation of the required certifications with respect to the non-discrimination statutes, compliance with the Americans with Disabilities Act, federal debt status, and debarment and suspension, as described in NMHC's Instructions for Certification. All grants are subject to review to determine compliance with these provisions.

The grantee agrees to the following **special conditions**, which supersede and control any previous writings including the Grant Application: **Please resubmit a revised budget that reflects the amount awarded. It was not evident in the application the inclusion of underrepresented groups (e.g. African Americans) that have contributed significantly to the New Mexico art community over the past one hundred years. With this concern in mind, the Board recommends the inclusion of these underrepresented groups in the program and as it travels to other communities. Please note that grantees are required to provide a DUNS Number. Please provide the DUNS Number in the space provided below.**

Please note that no single disbursement of NMHC grant funds shall exceed \$5,000. The grantee requests initial disbursements of \$5,000.00 in grant funds (45% of award initially, 45% when at least half way finished, and the final 10% paid when all required forms are received by NMHC) in the form of a check made

payable to: CITY OF LAS CRUCESand mailed to: CITY OF LAS CRUCESAddress 700 N. MAIN STLAS CRUCES, NM Zip 88001DUNS # 077609279Date 11/30/11 Signed [Signature]
Project DirectorDate 12-8-2011 Signed [Signature]
Financial RepresentativeDate 11/28/11 Signed [Signature]
Executive Director, NMHC

New Mexico Humanities Council Budget Summary & Supporting Explanations

Attach additional page if necessary

NMHC Funds Requested		Matching / Cost Share				
I. Services & Supplies	Direct Grant	Challenge Grant	Sponsor's Matching Cash & In-Kind Donations	3 rd Party Cash	Project Income	Total
Telephone						
Postage			1020.00			1020.00
Rentals						
Other	7200.00		5694.00			12894.00
Subtotal: I	7200.00		6714.00			13914.00
Please provide a basis for items in Part I:						

		Direct Grant	Challenge Grant	Sponsor's Matching Cash & In-Kind Donations	3 rd Party Cash	Project Income	Total
II. Publicity							
Ads	2000.00		4500.00				6500.00
Flyers/Posters	465.00		700.00				1165.00
Brochure			1000.00				1000.00
Other							
Subtotal: II	2465.00		6200.00				8665.00
Please provide a basis for items in Part II:							

Continued ~ next page

III. Travel	Direct Grant	Challenge Grant	Sponsor's Matching Cash & In-Kind Donations	3 rd Party Cash	Project Income	Total
Mileage (limited to \$.375 per mile of NMHC funds)	403.00		806.00			1209.00
Airfare						
Per Diem (per person daily limit: food-\$24; lodging - \$70)	482.00		964.00			1446.00
Other			230.00			230.00
Subtotal: III	885.00		2000.00			2885.00

Please provide a basis for items in Part III:

IV. Honoraria	Direct Grant	Challenge Grant	Sponsor's Matching Cash & In-Kind Donations	3 rd Party Cash	Project Income	Total
Scholars (Please explain if over \$350 per scholar, per event)	2100.00					2100.00
Other Participants			7250.00			7250.00
Project Director			1750.00			1750.00
Evaluator	350.00					350.00
Other						
Subtotal: IV	2450.00		9000.00			11450.00

Please provide a basis for items in Part IV:

	Direct Grant	Challenge Grant	Sponsor's Matching Cash & In-Kind Donations	3 rd Party Cash	Project Income	Total
GRAND TOTAL: I, II, III, & IV	13000.00		23914.00			36914.00

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

FUND	DIVISION		FUND TYPE	
State Operating Grants Fund 2760	Various		Special Revenue	
	FY 2010/11 Preliminary*	FY 2011/12 Adopted	Adjustment	FY 2011/12 Adjusted
RESOURCES				
Beginning Balance	\$ 48,603	13,600		13,600
REVENUES				
17001 NM Dept. of Transportation	5,696	0		0
21002 NM State Library Aid 2008	\$ 7,116	0		0
21006 NM State Library Aid 2011	7,120	2,401		2,401
21009 Grants -In-Aid Program FY12	0	8,966	0	8,966
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	6,394		6,394
22011 100 Years of Art	0	0	13,000	13,000
23003 NM Dept of Health Summer Food	74,546	0		0
30705 Jardin de los Ninos 2010	0	0		0
60306 Water Trust Board	0	100,620		100,620
Total Revenues	\$ 102,448	118,381	13,000	131,381
Total Resources	\$ 151,051	131,981	13,000	144,981
EXPENDITURES				
27205080	\$ 0	0		0
17001 Rideshare Program	5,696	0		0
21002 Branigan Library State Aid	7,116	0		0
21006 Branigan Library State Aid	7,120	2,401		2,401
21009 Grants -In-Aid Program FY12	0	8,966	0	8,966
22004 Museum of Art 2010	0	0		0
22005 NM Humanities 2009	1,230	0		0
22006 New Mexico Arts	6,740	0		0
22009 NM Museum of Art	0	6,394		6,394
22011 100 Years of Art	0	0	13,000	13,000
23003 NM Dept of Health Summer Food	109,549	0		0
23004 NM Diabetes 2008	0	0		0
30705 Jardin de los Ninos 2010	0	0		0
60306 Water Trust Board	0	100,620		100,620
Total Expenditures	\$ 137,451	118,381	13,000	131,381
ENDING BALANCE	\$ 13,600	13,600	0	13,600

*Preliminary actual as of November 10, 2011