

City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 4

Ordinance/Resolution# 12-130

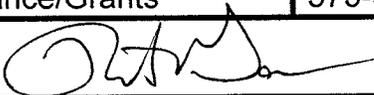
For Meeting of _____
(Ordinance First Reading Date)

For Meeting of February 6, 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 \$6,642.00 WITH A MATCH REQUIREMENT OF \$6,642.00 FOR EXPENSES RELATED TO THE BRANIGAN CULTURAL CENTER'S "JOURNEY STORIES IN LAS CRUCES AND SOUTHERN NEW MEXICO" 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 Branigan Cultural Center is to promote local historical awareness through a variety of public programming. The "Journey Stories in Las Cruces and Southern New Mexico" exhibit, along with lectures, radio programs, and film events related to the exhibit, will accomplish that goal. The "Journey Stories in Las Cruces and Southern New Mexico" exhibit is currently slated to open at the Branigan Cultural Center in March 2012.

The New Mexico Humanities Council (NMHC) is a private foundation which offers financial support for art projects within the state. The NMHC grant program will be used for programming materials related to the exhibit. The grant will also pay for travel and contract fees for lecturers speaking at workshops the Branigan Cultural Center will be hosting in conjunction with the exhibit. The \$6,642.00 match requirement has been earmarked in the Branigan Cultural Center's FY 2012 budget and they are not seeking any additional funds.

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:
	<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>6,642.00</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 #22012 to be used by the Branigan Cultural Center to pay for contracting fees, travel, marketing, and programming materials related to the "Journey Stories in Las Cruces and Southern New Mexico" exhibit. Match funds have been set aside for this project and will come from local businesses and foundation support, as well as funds 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
Other Operating Grant Fund	27205060- VARIOUS- 22012	\$6,642.00	\$6,642.00*	\$0.00	N/A
General Fund (match)	10205110- VARIOUS- 22012	\$6,642.00	\$6,642.00	\$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 Branigan Cultural Center for their "Journey Stories in Las Cruces and Southern New Mexico" exhibit. It will also adjust the FY 2012 budget.
2. Vote "No"; this is not an option since the Branigan Cultural Center has agreed to host the exhibit.
3. Vote to "Amend"; this is not an option as the grant agreement 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. 12-130

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT AWARDED FUNDING FROM THE NEW MEXICO HUMANITIES COUNCIL IN THE AMOUNT OF \$6,642.00 WITH A MATCH REQUIREMENT OF \$6,642.00 FOR EXPENSES RELATED TO THE BRANIGAN CULTURAL CENTER'S "JOURNEY STORIES IN LAS CRUCES AND SOUTHERN NEW MEXICO" 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 Branigan Cultural Center received \$6,642.00 from the New Mexico Humanities Council grant program for the "Journey Stories in Las Cruces and Southern New Mexico" exhibit with a required \$6,642.00 cash and in-kind match requirement as shown in "Exhibit A"; and

WHEREAS, the match has already been budgeted in the FY 2012 Branigan Cultural Center budget, and will be supplemented by monetary support from local businesses 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 Branigan Cultural Center is authorized to accept a grant in the amount of \$6,642.00 with a match requirement of \$6,642.00 from the New Mexico Humanities Council grant program.

(II)

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

(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)

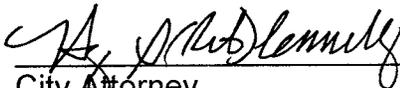
Moved by _____

Seconded by _____

VOTE:

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

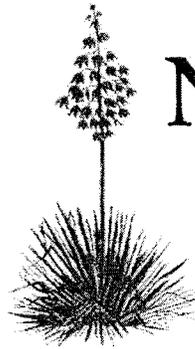
APPROVED AS TO FORM:



City Attorney

November 22, 2011

Ms. Rebecca Slaughter
 Branigan Cultural Center
 PO Box 20000
 Las Cruces, NM 88004



New
 Mexico
 Humanities
 Council

RE: 2405-1413-433; *Journey Stories in Las Cruces and Southern New Mexico*

Dear Rebecca,

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 \$ 6,642.00. 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 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



GRANT AGREEMENT

GRANT NO: 2405-1413-433; *Journey Stories in Las Cruces and Southern New Mexico*

Las Cruces Museum System - Branigan Cultural Center (the grantee) hereby accepts a Project Grant in the amount of \$6,642.00 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 \$15,132.00 (acceptance of this grant requires a minimum match of \$6,642.00). The period of this grant will extend from 11/15/2011 to 5/1/2012, and final reports will be due by 8/1/2012. 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: No conditions. However, it was recommended by the board to incorporate the journey stories of African Americans who settled in Las Cruces into your local programming since their contributions to the community and region have had a profound influence on African American and other ethnic communities in the Southern part of the state. Scholar Clarence Fieldler, a member of one of the founding African American families, was suggested as a resource to expand on this valuable history. Please note that grantees are required to provide a DUNS Number. Please submit the DUNS Number in the space provided below.

The grantee requests initial disbursements of \$2,988.90 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 CRUCES

and mailed to: CITY OF LAS CRUCES

Address 700 N. MAIN ST.

LAS CRUCES, NM Zip 88001

DUNS # 077609279

Date 12/29/2011 Signed [Signature]
Project Director

Date 12-8-2011 Signed [Signature]
Financial Representative

Date 1/1/2011 Signed [Signature]
Executive Director, NMHC

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**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
20407 NMFA Econ Dev Feasibility Study	0	50,000		50,000
21002 NM State Library Aid 2008	\$ 7,116	0		0
21006 NM State Library Aid 2011	7,120	1,528		1,528
21009 Grants -In-Aid Program FY12	0	8,966		8,966
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	13,000		13,000
22012 NM Humanities Council	0	0	6,642	6,642
23003 NM Dept of Health Summer Food	74,546	0		0
60306 Water Trust Board	0	100,620		100,620
Total Revenues	\$ 102,448	180,508	6,642	187,150
Total Resources	\$ 151,051	194,108	6,642	200,750
EXPENDITURES				
17001 Rideshare Program	\$ 5,696	0		0
20407 NMFA Econ Dev Feasibility Study	0	50,000		50,000
21002 Branigan Library State Aid	7,116	0		0
21006 Branigan Library State Aid	7,120	1,528		1,528
21009 Grants -In-Aid Program FY12	0	8,966		8,966
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	13,000		13,000
22012 NM Humanities Council	0	0	6,642	6,642
23003 NM Dept of Health Summer Food	109,549	0		0
60306 Water Trust Board	0	100,620		100,620
Total Expenditures	\$ 137,451	180,508	6,642	187,150
ENDING BALANCE	\$ 13,600	13,600	0	13,600

*Preliminary actual as of November 10, 2011