City of Las Cruces®
PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 2 **Ordinance/Resolution#** 15-127

For Meeting of _____ (Ordinance First Reading Date)

For Meeting of January 5, 2015 (Adoption Date)

Please check box that applies to this item:

☐ QUASI JUDICIAL ☐ LEGISLATIVE ☒ ADMINISTRATIVE

TITLE: **A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES ON BEHALF OF ITS BRANIGAN CULTURAL CENTER, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF $1,000.00 FROM THE NATIONAL ENDOWMENT FOR THE HUMANITIES (NEH), FOR PROGRAMMING EXPENSES RELATED TO THE NEH ON-THE-ROAD "HOUSE AND HOME" EXHIBIT, AND TO ADJUST THE FY2015 BUDGET.**

PURPOSE(S) OF ACTION:

To accept grant and adjust the City budget.

COUNCIL DISTRICT: ALL		
Drafter/Staff Contact: Robin L. Rice	**Department/Section:** Finance/Grants	**Phone:** 575-541-2281
City Manager Signature:		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The City of Las Cruces submitted an application for grant funding from the National Endowment for the Humanities (NEH) for FY15 for its On-the-Road Program to host an exhibit titled "House and Home" which will be on display at the Branigan Cultural Center beginning in March 2015.

The grant funds are to assist with exhibit related programming expenses. All public programs will be led by a humanities scholar and relate to the themes presented in "House and Home." Programs will include a symposia, lectures, and a film series engaging a diverse audience through discussions about the homeless and their place in society; the transformation in New Mexico homes from pit-houses to Mansions; and how the idea of home has changed through time from a place to live to a shrine to consumerism.

SUPPORT INFORMATION:

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

(Continue on additional sheets as required)

SOURCE OF FUNDING:

Is this action already budgeted?			
	Yes	☐	See fund summary below
	No	☒	If No, then check one below:
	Budget Adjustment Attached	☐	Expense reallocated from: _____
		☒	Proposed funding is from a new revenue source (i.e. grant; see details below)
		☐	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue?			
	Yes	☒	Funds will be deposited into this fund: 2720 in the amount of $1,000.00 for FY 2015.
	No	☐	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funds of $1,000.00 will be deposited into Fund 2720 Other Operating Funds under project number 22018 to be used by Branigan Cultural Center in support of the "House and Home" exhibit.

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 Funds	27205250-722190-22018	$1,000.00	$1,000.00*	$0.00	N/A

* Pending approved budget adjustment.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will accept grant funds from NEH and adjust the FY 2015 budget.
2. Vote "No"; this will impact Branigan Cultural Center and keep them from fully implementing the "House and Home" exhibit.
3. Vote to "Amend"; this will delay the process of spending the grant funds within the predetermined grant schedule.
4. Vote to "Table"; this will impact the Branigan Cultural Center's ability to implement the "House and Home" exhibit before grant funds revert.

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 15-127

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES ON BEHALF OF ITS BRANIGAN CULTURAL CENTER, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF $1,000.00 FROM THE NATIONAL ENDOWMENT FOR THE HUMANITIES (NEH), FOR PROGRAMMING EXPENSES RELATED TO THE NEH ON-THE-ROAD "HOUSE AND HOME" EXHIBIT, AND TO ADJUST THE FY2015 BUDGET.

The City Council is informed that:

WHEREAS, the City of Las Cruces submitted a grant application to National Endowment for the Humanities (NEH) for programming expenses related to the On-the-Road exhibit "House and Home"; and

WHEREAS, the City on behalf of its Branigan Cultural Center, received notice of a grant award from NEH for the amount of $1,000.00, with no match requirement for programming expenses related to the exhibit; and

WHEREAS, the period of performance for the grant agreement is March 1, 2015 through June 30, 2015.

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

(I)

THAT the City of Las Cruces is approved to accept a grant award in the amount of $1,000.00, on behalf of the Branigan Cultural Center from the National Endowment for the Humanities On-the-Road Grant as stated in the grant award package as shown in Exhibit "A" attached hereto and made part of this resolution.

(II)

THAT the City's FY 2015 budget is adjusted as indicated in Exhibit "B", attached hereto and make 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 _____, 20__.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

(SEAL)

VOTE:
Mayor Miyagishima: _____
Councillor Silva: _____
Councillor Smith: _____
Councillor Pedroza: _____
Councillor Small: _____
Councillor Sorg: _____
Councillor Levatino: _____

Moved by _____

Seconded by _____

APPROVED AS TO FORM:

_____
City Attorney

OFFICIAL NOTICE OF ACTION
National Endowment for the Humanities

Action Taken: Award	**Date of Action:** 12/9/2014

ID Number : MR-229270-15
Award Period : 03/01/2015 - 06/30/2015
Award Recipient : City of Las Cruces
DUNS : 077609279
CFDA : 45.164

Award Amounts

Outright	:	$1,000.00
Federal Match	:	$0.00
Other	:	$0.00
Total	:	$1,000.00

Federal Matching Funds

Amount Offered	:	$0.00
Offer Expires	:	

Institutional Grant Administrator
Ms. Nicole Williams (S.NicoleWilliams)
700 N. Main Street
Las Cruces, NM 88001-1120

Project Director
Ms. Rebecca Slaughter (RSlaughter)
Museum Manager
City of Las Cruces
501 N Main Street
Las Cruces, NM 88001-1120

Project Title: NEH on the Road: House and Home
Project Description:

Remarks:

All terms and conditions that apply to this award are attached and will be considered acceptable unless a written objection is submitted within thirty days of the date of this notice.

Procedures for receiving payment are included in these terms and conditions.

NEH Office of Grant Management Official

Robert Straughter
Director, OGM

Award Recipient

GRANTEE: CITY OF LAS CRUCES **GRANT NUMBER: MR-229270-15**

BASIS OF AWARD

This grant is made in support of the activities described in Endowment application MR-229270.

ENDOWMENT ADMINISTRATION OF THE AWARD

This grant has been funded by the Division of Public Programs.

Questions relating to project activities, the scope of the project, or changes in key project personnel should be addressed to:

Barbara Bays
National Endowment for the Humanities
Division of Public Programs
400 Seventh Street, SW
Washington, DC 20506
Telephone: (202) 606-8290
Fax: (202) 606-8557
E-mail: *bbays@neh.gov*

Questions about the regulations that apply to the grant or requests for budget changes or extensions of the grant period should be addressed to:

Anne Lopez-Buitrago
National Endowment for the Humanities
Office of Grant Management
400 Seventh Street, SW
Washington, DC 20506
Telephone: (202) 606-8575
Fax: (202) 606-8633
E-mail: *alopez-buitrago@neh.gov*

SPECIFIC TERMS AND CONDITIONS

The following terms and conditions apply to this grant:

1. The grantee has full responsibility for the conduct of project activities under an NEH award, for adherence to the award conditions, and for informing NEH during the course of the grant of any significant programmatic problems that have arisen.

2. The Endowment must be notified in the event that the project director is replaced. The institutional grant administrator must submit such notification to the NEH program officer identified above.

3. The grant period is the span of time designated in the grant award during which the grantee must undertake project activities. When the grantee determines that additional time is necessary to complete the original project, a written request for an extension of the grant period must be submitted to the NEH Office of Grant Management at least 30 days before the grant is scheduled to end. The request must be signed by the institutional grant administrator.

4. All printed program and publicity materials must include a credit to the National Endowment for the Humanities and to the Mid-America Arts Alliance.

5. **The Federal Funding Accountability and Transparency Act (FFATA) requires federal agencies to make information about the expenditure of federal funds available to the public. To facilitate this, the NEH Addendum to the General Terms and Conditions for Awards requires your organization to maintain current information in its "Entity record" in the System for Award Management (SAM) at https://www.sam.gov/portal/public/SAM/ for the period of this award. SAM now administers the former Central Contractor Registry (CCR).**

6. **A final financial report for this grant will not be required.** However, in the event that the project is not carried out, the funds provided by this grant must be returned to the Endowment.

7. **A final performance report** for this grant must be submitted to the Mid-America Arts Alliance in accordance with the terms stipulated in your organization's contract with them.

8. **To receive payment of grant funds**, the institutional grant administrator shown on the Official Notice of Action must complete and submit the ACH Vendor/Miscellaneous Payment Enrollment Form (Standard Form 3881) to the NEH Accounting Office. To do this, go to the NEH web site at www.neh.gov (click on "Grant Management"), print a copy for signature by the authorized certifying official at your institution's bank, scan the signed copy and send it by e-mail to SF270-paymentrequest@neh.gov or fax it to the NEH Accounting Office at (202) 688-2613. Your NEH-assigned grant ID number, MR-229270, must be on the ACH form (under "Agency Information") for prompt payment of your request.

ALL TERMS AND CONDITIONS OF THIS GRANT WILL BE CONSIDERED ACCEPTABLE TO THE GRANTEE UNLESS A WRITTEN OBJECTION IS SUBMITTED WITHIN THIRTY DAYS FROM THE DATE OF THIS AWARD.

EXHIBIT "B"

CITY OF LAS CRUCES
2014-15 Fiscal Year Budget

FUND	DIVISION	FUND TYPE
Other Operating Grants Fund 2761	Various	Special Revenue Funds

	2013-14 Un-Audited	2014-15 Adopted	2014-15 Adjustment	2014-15 Adjusted
RESOURCES				
Beginning Balance	$ 0	0	0	0
Revenues				
Federal Grants	0	0	0	0
Local Grants	11,650	19,127	1,000	20,127
Operating Transfers In	0	0	0	0
Total Revenues	11,650	19,127	1,000	20,127
TOTAL RESOURCES	$ 11,650	19,127	1,000	20,127
Expenditures				
Parks & Recreation				
30637 - ASAP FY14	900	99	0	99
30638 - NRPA Sage Café Community Garden	0	10,000	0	10,000
Community & Cultural Services				
21003 - DONA ANA COUNTY BOOKMOBILE 2008	0	0	0	0
22010 - LINCOLN EXHIBIT SHIPPING GRANT BCC	750	0	0	0
22013 - MUSEUMS - BRANIGAN CULTURAL CENTER	0	0	0	0
22015 - TARGET MUSEUM OF ART FY13	0	0	0	0
22016 - GROUND UP XXVI GRANTS FY14	1,000	0	0	0
22018 - NATIONAL ENDOWMENT FOR THE HUMANITI	0	0	1,000	1,000
Las Cruces Fire Department	0	0	0	0
33020 - NMDHS AND EMERGENCY MGT FY14	4,000	0	0	0
33023 - IAFC INTERNATIONAL HAZMAT CONF FY15	0	5,500	0	5,500
Operating Transfers Out	0	0	0	0
Total Expenditures	$ 11,650	19,127	1,000	20,127
Accrual Adjustments	0	0	0	0
ENDING BALANCE	$ 0	0	0	0