



One Michigan Avenue East
Battle Creek, MI 49017-4012
MAIN 269.968.1611
FAX 269.968.0413
wkkf.org

July 12, 2017

Mrs. Rebecca L. Fleury
City Manager
City of Battle Creek
10 N. Division Street
Battle Creek, MI 49016

RE: P0130595 (Please refer to this P number in ALL correspondence/reports)

Dear Mrs. Fleury:

The W.K. Kellogg Foundation (“Foundation”) is pleased to award the City of Battle Creek (“Grantee”) a grant in the amount of \$1,479,450 for the Grant Period of July 1, 2017, through May 31, 2020, to restructure the delivery of economic development (small business/ entrepreneurship) services to be more comprehensive and equitable in Battle Creek. Grant funds shall be used solely as specified in the proposal submitted on July 6, 2017, which is incorporated herein by reference (the “Project”) and in accordance with the following terms and conditions of this Grant Agreement (“Agreement”).

- Budget, Reporting Period(s) and Expenditures:** Grant funds shall be used solely for the purpose of the Project and only as indicated in the approved line-item budget submitted by Grantee as specified below. Grantee must obtain advance written approval from the Foundation program officer for disbursements substantially deviating from this budget. Expenses directly tracked to the grant are allowed. The Personnel budget category should include only salaries, benefits and payroll taxes for individuals working directly on the Project. Expenses charged to the Personnel budget category must be based on actual time spent working directly on the Project and shall be tracked through the use of time sheets or time studies. Indirect costs are not permitted. Indirect costs are expenditures for activities or services that are not directly tracked to the Project, but rather are an allocation or percentage of organization-wide expenses. Expenses must be incurred against the budget and during the approved timeline of reporting [hereinafter incorporated by reference as “Reporting Period(s)"] as follows:

	7/1/17-5/31/18	6/1/18-5/31/19	6/1/19-5/31/20	Total
Personnel				
--City Manager Staff	\$ 45,000	\$ 0	\$ 0	\$ 45,000
--Community Development Staff	\$ 33,750	\$ 26,250	\$ 15,000	\$ 75,000
Contractual Services				
--Workplan Technical Assistance	\$100,000	\$ 0	\$ 0	\$ 100,000
--Community development planning	\$ 40,000	\$ 0	\$ 0	\$ 40,000
--Resource mapping	\$ 25,000	\$ 25,000	\$ 25,000	\$ 75,000
--Contract administration	\$ 62,550	\$ 45,950	\$ 45,950	\$ 154,450
--Placemaking strategy	\$ 50,000	\$ 25,000	\$ 25,000	\$ 100,000
Recruitment & retention software (Project Supplies)	\$ 15,000	\$ 15,000	\$ 15,000	\$ 45,000
Evaluation				
Evaluation subcontractor	\$ 35,000	\$ 30,000	\$ 35,000	\$ 100,000
Housing Incentives (Other)	\$335,250	\$260,750	\$149,000	\$ 745,000
Grand Total	\$741,550	\$427,950	\$309,950	\$1,479,450

2. **Payment:** Upon receipt of Grantee's signed acceptance of this Agreement, payment of \$741,550 will be made to Grantee. Successive payments are contingent upon receipt and approval of:
- A. Report, as defined in the Reporting section, which demonstrate to the Foundation satisfactory progress of the stated objectives of the Project.
 - B. Grantee shall submit the following by October 31, 2017:
 - a) A formal workplan and timeline.
 - b) An evaluation plan for approval.
 - c) An implantation plan for diversifying the economic and community development teams as well as ensuring cultural competency of all staff working specifically in community and economic development.
 - d) A copy of an executed memorandum of understanding with Battle Creek Unlimited that shows how the organizations will work together over the life of this Project.

The Foundation reserves the right to change or adjust the payment schedule of the grant at any time and will inform Grantee of such change.

3. **No Earmarking:** Beyond the rights and obligations specifically stated in this Agreement, the Foundation disclaims any right to control or otherwise influence Grantee's use of these funds. Accordingly, the Foundation will not engage in earmarking any funds under this Agreement.
4. **Subgranting:** Subgranting occurs when Grantee provides Foundation funds in the form of a grant to one or more organizations that are selected by the Grantee. The Foundation retains no rights to select or veto ultimate recipients. Financial reporting on subgrants must be done on a cash basis.
5. **Accounting and Audit:** Grantee must maintain a separate accounting for this grant. This should be accomplished through the establishment of a separate general ledger account, fund or cost center. Grantee is encouraged to use all interest earned on grant funds to further the Project; however, a formal accounting of such income is not required. Grantee shall (i) maintain complete and accurate separate accounting, detailing receipts and expenditures made under the grant, and (ii) retain these records during the Grant Period and continuing at least four (4) years after receipt and acceptance of

the final report. During this time, Grantee shall make such records available to the Foundation (or its designated representatives) for inspection or audit at the Foundation's expense and on reasonable notice to Grantee. The Foundation may also, at its expense and on reasonable notice to Grantee, monitor and evaluate operations under this grant, including on-site visits to observe Grantee's procedures and talk with Grantee's personnel.

6. **Reporting:** Within 45 days following the end of each Reporting Period, the Grantee will furnish to the Foundation program officer a report. The report will contain (i) a narrative report of what was accomplished by expenditure of the grant funds, (ii) an evaluation report and (iii) a financial statement reporting expenditures according to the approved grant budget. This reporting should be done using consistent accounting practices (cash or accrual) and should be certified only by an agent of the Grantee authorized to submit financial accounting on behalf of the Grantee. Failure to submit timely reports will result in delay in processing any subsequent payments to Grantee. A final report (which includes a narrative report and a financial statement of expenditures) is to be provided to the Foundation no later than three (3) months after the close of the final Reporting Period. Any unexpended funds remaining at the end of the final Reporting Period must be immediately returned to the Foundation, unless an extension has been approved in writing by the Foundation. Grantee agrees to provide the Foundation, upon request, a copy of all information relating to the results, findings or methods developed under the grant.
7. **Evaluation:** Evaluation is an essential integrated part of the Foundation's grantmaking, as we view evaluation as an important tool to track impact and to generate learning. For that, the Foundation supports Grantee's evaluation efforts to strengthen and/or build its internal organizational capacity to produce and use data and knowledge in advancing its work. The Foundation recommends that Grantee consider developing an evaluation plan as a best practice so the evaluation activities and the reports will be guided by the plan. The evaluation reports created regarding the Project are to be submitted by the Grantee, in electronic format, along with Grantee's narrative and financial reports at the end of each Reporting Period.
8. **Legal and Tax Requirements:** Grantee represents and warrants to the Foundation that:
 - A. Grantee is an organization in good standing, is either a governmental unit or an organization described in Section 501(c)(3) of the U.S. Internal Revenue Code ("Code"), and is not a "private foundation" within the meaning of Section 509(a) of the Code. Grantee will notify the Foundation immediately of any change in its tax status.
 - B. Grant funds may be expended only for charitable, educational, literary or scientific purposes. In no event will Grantee use grant funds or any income earned thereon:
 - a) To carry on propaganda or otherwise to attempt to influence legislation (within the meaning of Section 4945(d)(1) of the Code).
 - b) To influence the outcome of any specific public election or to carry on, directly or indirectly, any voter registration drive (within the meaning of Section 4945(d)(2) of the Code).
 - c) To make grants to individuals or to other organizations for travel, study or similar purpose that do not comply with the requirements of Section 4945(d)(3) or (4) of the Code.
 - d) To undertake any activity other than for a charitable, educational, literary or scientific purpose specified in Section 170(c)(2)(B) of the Code.

- C. Grantee agrees that any subgrant utilizing funds from this grant must only be made to a governmental unit or an organization described in Section 501(c)(3) of the Code and which is not a “private foundation” within the meaning of Section 509(a) of the Code.
- D. No part of the grant can inure to the benefit of any private person or entity in violation of Section 501(c)(3) and 4941 of the Code, including, but not limited to, any Foundation trustee, officer, employee, or his/her spouse, children, grandchildren, and great grandchildren or their respective spouses for any purpose. For Grantee’s convenience, the Foundation is providing, as of the date of this Agreement, affiliations that it has on file:

Affiliation

Michael Sherzer, city commissioner
Anthony J. Gancer, police officer
Chad Hughes, employee
Dennis McKinley, Community Asset Administrator

- 9. **Patriot Act Compliance:** Grantee certifies that Foundation funds will be used in compliance with all applicable anti-terrorist financing and asset control laws, regulations, rules and executive orders including, but not limited to, the USA Patriot Act of 2001 and Executive Order No. 13224. Furthermore, Grantee agrees to ensure that any Foundation funds, either directly or through a subgrant, will not be disbursed to any organization or individual listed on the United States Government’s Terrorist Exclusion List or the Office of Foreign Assets Control (OFAC) Specially Designated Nationals & Blocked Persons List. In addition, Grantee takes reasonable steps to ensure that its board, staff and subgrantees have no dealings whatsoever with known terrorist organizations.
- 10. **Ownership and Royalties:** Grantee and/or its subgrantee(s) will own all right, title and interest in and to all intellectual property, inventions, work products and works of authorship, including but not limited to literary and artistic works, products, materials, information and computer software, created or developed as a result of this grant (the “Developed Materials”). Grantee hereby grants to the Foundation, and shall ensure that each subgrantee grants to the Foundation, a perpetual, irrevocable, worldwide, royalty-free, non-exclusive right and license, with the right to grant sublicenses, to use, publish, distribute, display, perform, reproduce, copy, modify and prepare derivative works based upon the Developed Materials for non-commercial purposes. Grantee shall provide and cause each subgrantee to provide to the Foundation such further instruments as the Foundation may request to evidence, establish, maintain, or protect the Foundation’s license rights. Any moneys realized by the Grantee or any subgrantee from sales or licenses of the intellectual property created or developed from this grant must be utilized exclusively for educational and charitable purposes and shall not inure to the personal benefit of any individual or noncharitable entity.
- 11. **Termination/Repayment of Grant Funds:** The Foundation reserves the right to discontinue funding and terminate the grant at any time if the Foundation determines, in its sole discretion, that: (i) it is not satisfied with the progress of the grant or the content of any written report, (ii) grant funds are not being used by Grantee or any subgrantee in an effective and efficient manner to further the grant’s purpose or (iii) Grantee or any subgrantee has otherwise failed to comply with the terms of this Agreement. In the event the Foundation makes any such determination, the Foundation shall have the right to (i) discontinue any further payments to Grantee (under this or any other agreement the Foundation may have with Grantee), (ii) direct Grantee to repay to the Foundation any grant

funds not used in accordance with this agreement and (iii) set-off any funds owing to the Foundation by Grantee under this agreement against funds the Foundation may owe Grantee under any other agreement.

12. **Release and Indemnity:** To the fullest extent permitted by law, Grantee shall release, indemnify, defend and hold harmless the Foundation and its directors, officers, trustees, employees, representatives and agents from and against any and all claims, demands, suits, damages, liabilities, injuries (personal or bodily), property damage, causes of action, losses, judgments, costs, expenses and penalties, including, without limitation, court costs and attorney's fees, arising out of (directly or indirectly) or related in any way to the negligent or wrongful acts or omissions of Grantee or any Grantee director, officer, employee, subgrantee, contractor or agent in connection with this grant or Project, except to the extent resulting from the negligent or wrongful acts or omissions of the Foundation.
13. **Equal Opportunity:** The Foundation gives high priority to the realization of equality of opportunity for all members of society and strongly encourages diversity by the Grantee in all aspects of the Project and throughout all levels of the organization.
14. **Assignment Clause:** This Agreement, or any of the rights, obligations or funds awarded under this Agreement, may not be assigned without the Foundation's prior written consent. An assignment includes (i) any transfer of the Project; (ii) an assignment by operation of law, including a merger or consolidation; or (iii) the sale or transfer of all or substantially all of Grantee's assets.
15. **Use of Logo/Letterhead/Copyright:** The name, logo, letterhead or any item copyrighted by the Foundation may not be used by Grantee or any subgrantee without the written permission from the Foundation's communications department.
16. **Governing Law and Compliance:** This Agreement will be governed by and construed in accordance with the laws of the state of Michigan, with jurisdiction in the State and Federal Courts of Michigan. Grantee and all subgrantees will comply with all applicable local, state and federal laws and regulations.
17. **Entire Agreement, Severability and Amendment:** This Agreement contains the entire agreement between the Foundation and the Grantee relating to the subject matter hereof and supersedes all prior and contemporaneous negotiations, correspondence, understandings and agreements between the parties relating to the subject matter hereof. This Agreement may be modified or amended only by mutual written consent of the parties. In the event of any conflicting terms between this Agreement and the Project, this Agreement will supersede and govern. The Foundation's waiver or failure to enforce the terms and conditions of this Agreement in one instance shall not constitute a waiver of its rights hereunder with respect to other violations of this Agreement.
18. **Grantee Contact Information:** Grantee has indicated the following individuals hold key roles for this Project. Grantee shall provide written notification to the Foundation of any changes:

Legal Designee: Rebecca L. Fleury, City Manager
Financial Designee: Linda A. Morrison, Finance Director
Project Director: Ted Dearing, Assistant City Manager

19. **Foundation Contact Information:** Your Foundation contact information for this grant is as follows:

Program Officer: Alana G. White, alana.white@wkkf.org

Grant Support: Tammy M. St. John, tammy.stjohn@wkkf.org, (269) 969-2696

If you have any questions about the terms or conditions of this Agreement, please contact Kristin Duffy directly at (269) 969-2095 or kristin.duffy@wkkf.org. On behalf of the Foundation, I extend every good wish for the success of this effort.

Sincerely,

DocuSigned by:
Cindy W. Smith
D8B14B48B50C418...

Cindy W. Smith

Vice President for Integrated Services

As an authorized representative of the City of Battle Creek, Rebecca L. Fleury, City Manager, agrees to the terms and conditions of this Agreement.

Signature of Grantee:

Rebecca L. Fleury

IN
PROGRESS

Reference Number: P0130595

Request Information

***Project Name:**

The restructuring and expansion of economic development services in Battle Creek

***Amount Requested:**

\$1,479,450

***Project Start Date**

July 2017

***Project End Date**

May 2020

***The project purpose for which you are requesting Kellogg funding:**

The initiative seeks to restructure and expand the city's delivery of economic development services in conjunction with Battle Creek Unlimited ("BCU") to provide greater support for small business and entrepreneurialism. The initiative is also designed to provide a more holistic approach to economic development by coordinating community development services and strengthening vulnerable neighborhoods through housing incentives and targeted placemaking interventions. By restructuring services and offering them city-wide, we believe we can grow the economic base of the community and create greater wealth for all.

It is the mission of the City of Battle Creek to ensure a safe, prosperous and culturally enriched community. We believe prosperity is achieved through economic opportunity and that the restructuring and expansion of economic development services in the city will lead to greater opportunity for the economically disadvantaged.

***Project Overview:**

Specifically, we are seeking grant support to facilitate the restructuring and expansion of economic development services in Battle Creek administered by the city's EDF. By adding new services focused on small business development,

we hope to address inequities in the provision of services, spur growth in the small business sector and add critical new jobs to the local economy. The restructuring and expansion is expected to bring new human and financial resources to small business and entrepreneurs and build capacity to deliver services community-wide.

Currently, there are significant gaps in the economic development services provided to all business types in the community. The city's main economic development service provider, BCU, services primarily large business, industrial and manufacturing companies located in the Fort Custer Industrial Park. The vast majority of financial resources available to both service and incentivize business development are consumed by BCU and the businesses it supports. The city provides limited economic development services in the downtown. Little or no service and very few incentives are available for development for the rest of the community – in particular, small businesses entrenched in the various commercial clusters geographically dispersed throughout the city. BCU is well funded and staffed (although currently, somewhat undermanned) and the city provides services to the rest of the community utilizing the limited availability of staff and one part-time contracted individual.

As a result, overall economic development efforts in the community lack key components such as recruitment and retention efforts for small business, a cohesive and intentional marketing strategy and support for the quality of life amenities that make Battle Creek an attractive place to live, work and play. Small business and business startups, particularly women and minority owned businesses, lack access to capital and other financial resources and incentives critical to launch. Educational opportunities and access to data is needed to inform business decisions and help facilitate growth. Additionally, support is needed to help small business attract and retain talent, plan for succession, navigate the regulatory environment and accelerate.

Without comprehensive services, many opportunities to create wealth are missed among traditionally economically marginalized communities. Our current method of financing and delivering economic development services reflects an inefficient use of funds and leaves large swaths of the community underserved.

By restructuring and expanding services we expect to create greater capacity to deliver economic development services community-wide. Restructuring will build capacity to develop and implement growth strategies, diversify funding

and create additional incentives and support designed specifically for small business and startups.

***Project Goals and Objectives:**

The city is seeking to expand its current economic development efforts to facilitate job creation and overall investment in the community. The goal is to link the unemployed and underemployed to jobs and business opportunities. Strategies include leverage existing economic development funds, to provide services targeted to women and minority-owned business. The city's EDF staff will work closely with existing workforce development and related entities to connect their constituents to the city's expanded economic development efforts.

To ensure sustainability and success the goal is to increase the number of successful small businesses and startups. Successful business are defined as those businesses making a profit. Successful startups are those startups remaining in business at least two years after inception. Strategies include regular recruitment and retention visits with results recorded and shared with partner economic development organizations, access to a complete, maintained and updated small business profile for the community with key information for business decision-making, access to local demographic, marketing and consumer data, links to educational resources, access to a complete database of business resources categorized by development status, and assistance around awareness and overcoming regulatory barriers.

The expansion of economic development services also includes an emphasis on strengthening core neighborhoods that house the community's most vulnerable children and families. The goals is to restore economic vitality to targeted neighborhoods by increasing investment in housing and providing wrap-around community development services that support neighborhood revitalization. Strategies include, providing down payment assistance and rehabilitation loans to improve existing housing stock to reinvigorate district neighborhoods as destinations of choice. Incentive will be targeted to encourage teachers within the Battle Creek Public School system to take up residency in the district.

To support and leverage housing investment, the city will initiate a comprehensive review of community development needs in targeted neighborhoods to determine the most efficient way to deliver services among community providers. The community development strategy will include a placemaking initiative to include targeted interventions in key geographic locations to support neighbor revitalization. Interventions will include the

redevelopment or activation of public spaces as community gather points for social or economic interactions.

***Project Activities:**

To facilitate job creation and investment, funds will be utilized to help plan and execute the expansion of economic development services in the community to link the unemployed and underemployed to jobs and business opportunities. Activities include consulting and technical assistance in the formation of a work plan that defines the market need and opportunity for the expansion of economic development services, specifies goals and objectives, products and services, a marketing plan and a strategy for sustainability.

Pilot projects focused on minority and women-owned businesses from the BC Vision Small Business Action Team will be incorporated into the work plan. Projects funded include the resource mapping and data dashboard pilot project along with the data-driven business outreach efforts. Specific activities include the purchase and ongoing use of contact management software, data gathering projects, the publication and updating of a resource guide, and the implementation of on-line data tools.

Funds are being requested to restore economic vitality to underserved neighborhoods through housing incentives supported by a comprehensive community development strategy and a targeted placemaking initiative. Housing incentives will be offered in key underserved neighborhoods within the Battle Creek Public School system in an effort to attract investment. Through housing incentives, we hope to leverage public schools on the north side as anchors in neighborhoods of choice. Incentives will include down payment assistance and rehabilitation loans to entice Battle Creek Public School teachers to live in targeted neighborhoods within the district.

With new housing investment as the anchor, funds will be used to further revitalize underserved neighborhoods through the development of a comprehensive community development strategy to support revitalization. Activities will include an assessment of community development needs, identification of best practices and recommendations for the allocation of community development resources and responsibilities in the most efficient and effective manner among providers and stakeholders. Community development activities will include planning for placemaking activities that incorporate investment in physical spaces in key geographic locations to support neighbor revitalization.

Funds have been earmarked to evaluate grant activities. All of the grant

activities will be planned and implemented in a coordinated effort with BCU. Both the city and BCU have discussed the initiative in depth and are working collaboratively on a Memorandum of Understanding (“MOU”) defining the roles and responsibilities of each organization in community-wide economic development, how information will be shared and more. Both organizations are committing to future dialogue about structure and sustainability and pledging to put the best interests of the community first in economic development efforts.

***Expected Project Outcomes:**

Specific outcomes tied to the goals and strategies include successful implementation of a professionally planned and implemented economic development effort providing recruitment, retention and other support services to connect economically disadvantaged to jobs. The desired outcome is a functioning ecosystem that facilitates job growth through regular retention visits and by connecting with individuals, businesses and providers to overcome regulatory barriers. The effort seeks to create an additional 300 jobs through attraction of new business and/or the expansion of existing business.

To support sustainability and success within an ecosystem designed to connect residents to jobs and opportunity, women and minority-owned businesses utilizing EDF services will have access to marketing and consumer data to inform business decisions. Desired outcomes include a 10% increase in number of successful women and minority-owned business, a 50% increase in jobs sustained by women and minority-owned businesses, and an overall increase in revenue year –to-year for women and minority-owned businesses identifiable to the EDF.

To strengthen investment in venerable neighborhoods, the city’s EDF will provide incentives in the form of down payment assistance and rehab loans to entice Battle Creek Public School teachers to choose district neighborhoods for residency. Up to 45 teachers will be served over the three year period with an average incentive package of approximately \$16,000. Desired outcomes include increases in property values and improved housing stock in neighborhoods of disinvestment, strengthen of the local school district serving the community’s most vulnerable students/families and the redefining low to moderate income neighborhoods as destinations of choice.

To further leverage housing incentives a sustainable framework for the coordination and implementation of community development services is needed. Developing the framework will include identifying essential community development service needs (financial services, housing, education and counseling, etc.) and current providers, Identifying gaps in service,

identifying current and potential funding sources and recommendations around service delivery. Desired outcomes include increase pride and investment in targeted neighborhoods, sustained access to financial, housing and education services within a changing community development landscape and additional leveraging of existing program dollars (CDBG) to drive increase neighborhood investment.

As a supplement to the community development framework, EDF staff will work with a third-party consultant and local stakeholders to develop a strategic placemaking strategy in neighborhoods receiving housing incentives. Desired outcomes include increased social and political capital at the neighborhood level, increase in neighborhood pride and a greater sense of connectedness among neighbors.

Contact Information - Grantee Organization

***Legal Name:**

City of Battle Creek

Other Name(s)/Acronyms:

***Preferred Mailing Address:**

10 N. Division St.

***City:**

Battle Creek

***State/Province:**

Michigan

***Zip/Postal Code:**

49016

***Country:**

United States

***Phone Number:**

(269) 966-3371

Website:

***Employer Identification Number (EIN):**
38-6004523

Additional Organizational Questions

***Is this organization located outside the United States?**
No

If yes, please explain:

***Does this organization program internationally or transfer funds to organizations or individuals outside the US?**
No

If yes, please explain:

***Does this organization receive funds from organizations or individuals outside the US?**
No

If yes, please explain:

Contact Information - Grantee Legal Designee

***Salutation:**
Mrs.

***First Name:**
Rebecca

Middle Initial:
L.

***Last Name:**
Fleury

***Title:**
City Manager

***Preferred Mailing Address:**

10 N. Division St.

***City:**

Battle Creek

***State/Province:**

Michigan

***Zip/Postal Code:**

49016

***Country:**

United States

***Phone Number:**

269-966-3378

***Email Address:**

rlfleury@battlecreekmi.gov

In Process

Contact Information - Grantee Financial Designee

***Salutation:**

Ms.

***First Name:**

Linda

Middle Initial:

A.

***Last Name:**

Morrison

***Title:**

Finance Director

***Preferred Mailing Address:**

10 N. Division St.

***City:**
Battle Creek

***State/Province:**
Michigan

***Zip/Postal Code:**
49016

***Country:**
United States

***Phone Number:**
269-966-3359

***Email Address:**
lamorrison@battlecreekmi.gov

IN PROGRESS

Contact Information - Project Director or Coordinator

***Does the project director have a title/role with the grantee organization?**
Yes

If no, do you verify there is/will be a contractual agreement between your organization and the project director?
Not Selected

If the answer to question 1 is No, please answer question 2 and provide a short explanation of the PD role in the comments box below.

Comments:

***Salutation:**
Mr.

***First Name:**
Ted

Middle Initial:

***Last Name:**

Dearing

***Title:**

Assistant City Manager

***Preferred Mailing Address:**

10 N. Division St.

***City:**

Battle Creek

***State/Province:**

Michigan

***Zip/Postal Code:**

49016

***Country:**

United States

***Phone Number:**

269 966-3378

***Email Address:**

TEdearing@battlecreekmi.gov

In Process

Payee Information

Please verify or correct the following payee information we have for your organization's request:

***Legal Name:**

City of Battle Creek

***Preferred Mailing Address:**

10 N. Division St.

***City:**

Battle Creek

***State/Province:**

Michigan

***Zip/Postal Code:**

49016

***Country:**

United States

Confirmation of Support

As the legal designee of the organization, I certify that:

I have the authority to bind/contract on behalf of the organization.

If approved, I understand our role as grantee will be to administer and oversee the project activities.

If approved, I understand the payee's role would be to receive and disburse funds ensuring they are spent in accordance with the project purpose and budget.

I am aware of and support the project as detailed in the previous pages or with adjustments noted in the comments box.

Legal Designee Comments:

If required, City Commission approval will be secured.

***Check the box to indicate your agreement with the bulleted items in order to proceed with the final review and submission of your confirmation.**

Yes