CITY OF LEESBURG

INFORMATION TO BE SUBMITTED BY ALL CITY DEPARTMENTS/OFFICES/AFFILIATED AGENCIES PRIOR TO APPLYING FOR A GRANT

1. Name of department/office/agency seeking grant: Public Works/Stormwater
2. Dollar amount of the grant that is being sought: $ HESP $325,000 & LGSI $440,000 – 50% matching
3. General description of the project or program the grant funds will be used for:
   Heritage Estates Stormwater Park
   Lake Griffin Stormwater improvements
4. Is the project or program listed in item #3 new ☒ or on-going? ☐
5. Name of the funding agency and program distributing the grant:
   Florida Department of Environmental Protection, St Johns River Water Management District, Lake County Water Authority - we will be putting in an application to all three of these

6. Process used for obtaining the funds: ☒ Competitive grant ☐ Established formula
7. Distribution method for funds: ☐ Single-year ☒ Multi-year (Indicate # years:___)
8. Are grant funds distributed upfront ☐ or on a reimbursement basis? ☒
9. Deadline for submitting grant application: October 1, 2014
10. Anticipated date of grant award notification: March 2015
11. Anticipated date(s) that grant funds will be received:
    Upon completion of project
12. Provide the names of sub-recipients (if any) who are to receive a portion of the grant funds:
    N/A

13. What are the reporting requirements which must be complied with in order to receive the grant funds? (Example: Submit annual, quarterly or semi-annual reports; create a project budget; solicit proposals from vendors; etc.) Quarterly Reports and project completion report
14. Who is responsible for filing any required reports? DRMP/Consultants

15. Who is responsible for compiling data and other information associated with the grant?
    DRMP/Darel Craine

16. Describe how the use of grant funds will affect the future operations and budget of the department, office or agency planning to apply for the grant. Will these impacts be short-term or permanent? How will the use of grant funds affect the Capital Improvement Program (CIP)?
    Projects are fully funded in the stormwater CIP if grant funding is awarded. Stormwater division will use savings to fund other projects.

17. Describe any local matching funds or in-kind services which must be provided in order to qualify for or access the grant funds, and the source of these matching funds or in-kind services:
    City of Leesburg must provide 50% of project construction cost. City of Leesburg will be responsible for Engineering. After engineering period if multiple grants are awarded the city will be responsible for less than 50% of construction cost.

18. Mark the box beside each City department or outside agency shown below whose assistance - either directly or indirectly - is required for the application or use of the grant funds being sought:

- [x] City Commission
- [x] City Manager
  - [ ] Community Outreach
  - [ ] Lakefront TV
- [x] City Attorney
- [x] City Clerk
- [ ] Human Resources
- [x] Finance
  - [x] Accounting
  - [ ] Budget
  - [x] Purchasing
  - [ ] Customer Accounts
  - [x] Grants
- [ ] Airport
- [ ] Information Technology
  - [ ] GIS
  - [ ] Communications
- [ ] Community Development
  - [ ] Planning & Zoning
  - [ ] Building
- [ ] Housing & Economic Development
- [ ] Library
- [ ] Public Works
  - [ ] Solid Waste
  - [ ] Fleet
  - [ ] Streets
  - [ ] Engineering
- [ ] Gas
- [ ] Electric
- [ ] Police
  - [ ] Code Enforcement
- [ ] Fire
- [ ] Environmental Services
  - [ ] Water
  - [ ] Wastewater
  - [ ] Stormwater
- [ ] Recreation
  - [ ] Facilities Maintenance
  - [ ] Community Building
  - [ ] Marina
- [ ] Greater Leesburg CRA
- [ ] Carver Heights/Monclair Area CRA
- [ ] US HWY 441/27 Commercial Redevelopment CRA
- [ ] Other: _____

19. Have all departments or agencies marked in item #17 been notified that their assistance will be required for the grant: Yes [X] No [ ]

20. Description of any associated local costs not otherwise readily identifiable as part of the grant funded project or program (such as administrative overhead) for each year of the grant funding time period, *including any requirements that the City continue financing the project or program after the grant funding time period ends.*

N/A

21. Other supporting information (attach additional sheets if necessary):

Person submitting application: DAREL CRAINE Deputy Director Public Works
Print Name & Title

Signature

Date of submittal: 8-13-2014

City Manager Acknowledgement: 8/13/14
Date

Signature

Finance Department Authorized Representative: William V. Spinelli Finance Director
Print Name & Title

8/14/14
Date

Signature