


# CITY COMMISSION POLICY

<b>GRAND RAPIDS</b>  <b>MICHIGAN</b>	<b>NUMBER:</b> 700-02	<b>HISTORY</b> <b>FILE #</b> <b>DATE</b>
	<b>DATE:</b> February 15, 1972	
	<b>FILE NUMBER:</b> 24548	
	<b>DEPARTMENT:</b> FISCAL SERVICES	

**SUBJECT:**      **SUBMISSION      OF      APPLICATIONS      FOR      GRANT-IN-AID  
ASSISTANCE**

**PURPOSE:**      To identify responsibility and establish the procedures by which the City of Grand Rapids shall apply for financial assistance and enter into grant agreements

**POLICY:**

1.      Responsibility for executing all applications submitted by the City of Grand Rapids requesting financial assistance from federal and state agencies, or other political jurisdictions, and from non-profit corporations and foundations, shall rest with the City Manager acting in the name of the City.
2.      Where necessary, such applications shall indicate that the City Budget Director is designated as the responsible fiscal officer for any grant agreement entered into arising out of such applications, and for purposes of certifying to the availability of any required local funds.
3.      The City Manager shall assign responsibility to a Project Director, in the absence of any previous designation in the application, and normally will designate the head of the department responsible for executing the project.
4.      The Mayor shall be authorized to execute all project agreements on behalf of the City arising out of such applications, pursuant to any required City Commission approval.