



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 1026
DETROIT, MICHIGAN 48226
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August 17, 2020

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to Accept and Appropriate the Safe Voting Plan Grant

The Center for Tech and Civic Life has awarded the City of Detroit Clerk’s Office with the Safe Voting Plan Grant for a total of \$3,512,000.00. There is no match requirement. The total project cost is \$3,512,000.00.

The objective of the grant is to ensure safe election day voting and dramatically expand strategic voter education and outreach efforts. The funding allotted to the department will be utilized to provide assistance to voters with mail ballot requests, expand in-person early mail voting opportunities, utilize secure drop-boxes to facilitate the return of absentee ballots, and deploy additional technology to expedite and improve the accuracy of the mail ballot process.

If approval is granted to accept and appropriate this funding, the appropriation number is 20836.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

DocuSigned by:

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Katerli Bounds
Director, Office of Development and Grants
CC:
Sirene Abou-Chakra, Chief Development Officer
Sajjiah Parker, Assistant Director, Grants

DocuSigned by:

1E1A2A8BD6C84B3...

Office of Budget
DocuSigned by:

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Agreement Approved as to Form
By the Law Department



Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Clerk's Office is requesting authorization to accept a grant from the Center for Tech and Civic Life, in the amount of \$3,512,000.00, to ensure safe election day voting and dramatically expand strategic voter education and outreach efforts; and

WHEREAS, the Law Department has approved the attached agreement as to form; and

WHEREAS, this request has been approved by the Office of Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 20836, in the amount of \$3,512,000.00, for the Safe Voting Plan Grant.



XX, 2020

City of Detroit
Office of the City Clerk
2 Woodward Avenue, Suite #200
Detroit, Michigan 48226

To whom it may concern:

I am pleased to inform you that the Center for Tech and Civic Life (“CTCL”) has decided to award you a grant to support the work of the City of Detroit.

The following is a description of the grant:

AMOUNT OF GRANT: Three million, five hundred and twelve US dollars (USD \$3,512,000).

PURPOSE: The grant funds must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in the City of Detroit in accordance with the attached Detroit Safe Voting Plan 2020

Before we transmit these funds, we ask that you sign this agreement promising to use the grant funds in compliance with United States tax laws. Specifically, by signing this letter you agree to the following:

1. The City of Detroit is a local government unit or political subdivision in the meaning of 26 USC 170(c)(1).
2. This grant shall be used *only* for the public purpose described above, and for no other purposes.

3. The City of Detroit shall not use any part of this grant to give a grant to another organization unless CTCL agrees to the specific sub-recipient in advance, in writing.
4. The City of Detroit has produced a plan for safe and secure election administration in 2020, including an assessment of election administration needs, budget estimates for such assessment, and an assessment of the impact of the plan on voters. This plan is attached to this agreement. The City shall expend the amount of this grant for purposes contained in this plan by December 31, 2020.
5. The City of Detroit shall produce a report documenting how this grant has been expended in support of the activities described in paragraph 4. This report shall be provided to CTCL by January 31, 2021.
6. The City of Detroit shall not reduce the budget of the City Clerk of Detroit (“the Clerk”) fail to appropriate or provide previously budgeted funds to the Clerk for the term of this grant. Any amount reduced or not provided in contravention of this paragraph shall be repaid to CTCL up to the total amount of this grant.
7. CTCL may discontinue, modify, withhold part of, or ask for the return all or part of the grant funds if it determines, in its sole judgment, that (a) any of the above conditions have not been met or (b) it must do so to comply with applicable laws or regulations.
8. The grant project period of June 15, 2020 through December 31, 2020 represents the dates between which covered costs may be applied to the grant.

Your acceptance of these agreements should be indicated below. Please have an authorized representative of The City of Detroit sign below, and return a scanned copy of this letter to us by email at grants@techandcivicliflife.org

On behalf of CTCL, I extend my best wishes in your work.

Sincerely,

Tiana Epps Johnson
Executive Director
Center for Tech and Civic Life



CITY OF DETROIT
A Michigan Municipal Corporation

By: _____

Title: _____

Date: _____

