

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 16, 2016

[X] Consent      [ ] Regular  
[ ] Ordinance    [ ] Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department


I. EXECUTIVE BRIEF


**Motion and Title:** Staff recommends motion to receive and file: an addendum to the grant memorandum of understanding (R2016-0798) with the National Recreation and Park Association (NRPA), to require the County to return unspent grant funds (including earned income) in an amount greater than \$50 to NRPA and to add additional regulations regarding the use of the grant funds.

**Summary:** The Parks and Recreation Department applied for and was awarded a \$15,000 NRPA grant for the out-of-school time programs (R2016-0798). After the grant was awarded, NRPA provided an addendum to the original agreement to include additional restrictions on the use of the grant funds and provisions for the return of any unspent grant funds greater than \$50 (including earned income). Countywide (AH)

**Background and Justification:** In 2015 the Parks and Recreation Department was awarded a \$15,000 NRPA grant for the Department's after school programs and summer camps for 2015/2016. The Department reapplied for the grant for the 2016/2017 out-of-school time programs and was awarded \$15,000. The Department is an active NRPA Premier Member. The grant period is from April 4, 2016 to March 1, 2017. The grant funds will benefit children participating in summer programs and after school programs. The out-of-school time programs will continue to implement nutrition standards and physical activity standards.

- Attachments:**
- 1. Internal Review Memorandum
  - 2. Memorandum of Understanding Addendum

Recommended by:       7/20/16  
Department Director      Date

Approved by:       8/9/16  
Deputy County Administrator      Date

## **II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b>NET FISCAL IMPACT</b>	<u><b>-0-</b></u>	<u><b>-0-</b></u>	<u><b>-0-</b></u>	<u><b>-0-</b></u>	<u><b>-0-</b></u>
<b># ADDITIONAL FTE</b>					
<b>POSITIONS (Cumulative)</b>	<u><b>0</b></u>				

Is Item Included in Current Budget? Yes X No         
Budget Account No.: Fund        Department        Unit         
Object        Program       

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

There is no fiscal impact.

### C. Departmental Fiscal Review:

### III. REVIEW COMMENTS

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

OFMB ✓ ET 7/22  
JD 7/28

Dr. J. Jacobson 8/21/16  
Contract Development and Control  
8/21/16 TW

### B. Legal Sufficiency:

Anne Telford 8/9/16  
Assistant County Attorney

**C. Other Department Review:**

Department Director

REVISED 10/95  
ADM FORM 01


This summary is not to be used as a basis for payment




INTEROFFICE COMMUNICATION  
PARKS AND RECREATION DEPARTMENT

DATE: June 3, 2016

TO: Jon Van Arnam, Deputy County Administrator

THRU: Eric Call, Director   
Parks and Recreation Department

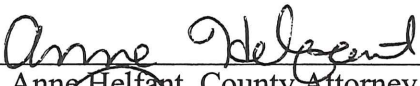
FROM: Rebecca Pine, Director Financial & Support Services   
Parks and Recreation Department

SUBJECT: National Recreation & Park Association Grant MOU Addendum

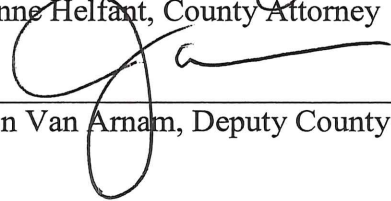
Per County PPM CW-F-003 - Grant Administration Policy I. C. 1., the attached grant MOU Addendum to the NRPA/Wal-Mart Foundation grant does not require Board approval. This memo is to document compliance with County PPM CW-F-003 - Grant Administration Policy I. C. 4., which requires internal review process for modifications not requiring Board approval. The grant addendum must be returned to the agency by June 10, 2016. The addendum will be presented to the BCC as a receive and file item.

  
\_\_\_\_\_  
Jeremy Baker, Grant Budget Analyst

6/7/16  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Anne Helfant, County Attorney

6-7-16  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jon Van Arnam, Deputy County Administrator

6-7-16  
\_\_\_\_\_  
Date

## **Addendum to 2016 Out-of-School Time Programs Grant MOU**

### **Use of Grant Funds**

The Grantee shall use the full amount of the grant for the purposes set forth in the Budget Narrative. Unless otherwise agreed in writing by the Grantor, the Grantee shall return any portion of the grant and the income earned thereon that is not expended for such purposes.

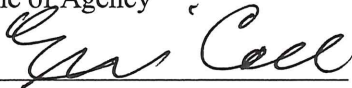
The Grantee agrees not to use any portion of the grant or any income derived from the grant for the following:

- To carry on propaganda or otherwise attempt to influence legislation within the meaning of Section 4945(d)(1) of the Code;
- 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;
- To provide a grant to an individual for travel, study, or similar purpose within the meaning of Section 4945(g) of the Code, without prior written approval of Grantor. Payments of salaries, other compensation, or expense reimbursement to employees of the Grantee within the scope of their employment do not constitute "grants" for these purposes and are not subject to these restrictions;
- Except as expressly may be authorized in the Grant Description, to provide a grant to any other organization without prior written approval of the Grantor; or
- To promote or engage in criminal acts of violence, terrorism, hate crimes, the destruction of any state, or discrimination on the basis of race, national origin, religion, military and veteran status, disability, sex, age, or sexual orientation, or support of any entity that engages in these activities.
- To travel to NRPA's Annual Conference or any other conference travel, without prior written approval of Grantor.

All unspent or uncommitted grant funds shall be invested in highly liquid investments (such as an interest-bearing bank account) with the primary objective being preserving the grant funds availability for the project described in the Grant Description. Any interest or other income generated by the grant funds in an amount higher than \$50.00 must be applied to the purposes described in the Grant Description.

Board of County Commissioners Palm Beach County

Name of Agency

  
Signature

Eric Call

Printed Name

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

  
COUNTY ATTORNEY