

## Appendix A

### Summary of Grant Application for City Administrator Review

Funding agency (if a State agency, it is also important to note if these are pass-through funds)

\_\_\_ Fair Food Network \_\_\_

Grant name and program description and Project Name/File Number (if applicable):

Double Up Food Bucks\_\_\_

Program Award Amount: \$ 50,000

Service Area contact person (grant administrator) (name, title, phone #):

Stefanie T. Stauffer, PhD, Market Manager 734.794.6255

Grant Application Questions:

	Yes	No	N/A
Does the grant require matching funds? If yes, how much? <input type="text"/>		X	
Does the grant require an appropriation adjustment from City Council?	X		
If the grant funds FTEs, is there a requirement to retain those employees for a certain period of time? If yes, how many years? <input type="text"/>			X
If the grant funds capital outlay, is there a requirement to track the equipment for a certain number of years after the grant award? If yes, how many? <input type="text"/>			X
If the grant has special reporting requirements, have those been discussed with Finance?	X		
If the grant has special banking requirements to receive funding, have those been discussed with the City Treasurer?			X
Are there other commitments that the City will be making if this grant is awarded?		X	

Submitted by: Josh Landefeld Date: 05/10/23

Finance Director Approval: \_\_\_\_\_ Date: \_\_\_\_\_

City Administrator Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Return Completed Form to the Finance Director after all approvals are obtained.