

AN ORDINANCE BY  
COUNCILMEMBER

Kwanza Hall

**AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO APPLY FOR AND ACCEPT A GRANT FROM THE NATIONAL ENDOWMENT FOR THE ARTS IN THE AMOUNT OF ONE HUNDRED THOUSAND DOLLARS AND NO CENTS (\$100,000.00); FOR THE PURPOSE OF FUNDING CONSTRUCTION OF A PERMANENT STAGE STRUCTURE, EXHIBIT SPACE AND AN ELEVATED PARK CONNECTION AS PART OF NEW PARKLAND FOR REYNOLDSTOWN IN ASSOCIATION WITH ATLANTA BELTLINE; AND AUTHORIZING THE MAYOR TO ENTER INTO ANY NECESSARY AGREEMENTS IN CONNECTION WITH THE GRANT; AND AUTHORIZING THE CHIEF FINANCIAL OFFICER TO AMEND THE 2015 (INTERGOVERNMENTAL GRANT FUND) BUDGET BY ADDING TO ANTICIPATIONS AN APPROPRIATIONS IN THE AMOUNT OF ONE HUNDRED THOUSAND DOLLARS AND NO CENTS (\$100,000.00); AND FOR OTHER PURPOSES.**

**WHEREAS**, the Office of Cultural Affairs promotes art and cultural experiences throughout the City of Atlanta (“City”); and

**WHEREAS**, the Office of Cultural Affairs applied for and was awarded a grant from the National Endowment for the Arts to design a performance and exhibition space as part of new parkland for Reynoldstown, in association with Atlanta BeltLine, using art to create synergy between diverse projects, in the amount of One Hundred Thousand Dollars and No Cents (\$100,000.00); and

**WHEREAS**, the City’s FY2015 (Intergovernmental Grant Fund) Budget must be amended to anticipate and appropriate the One Hundred Thousand Dollars and No Cents (\$100,000) grant from the National Endowment for the Arts.

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, as follows:**

**SECTION 1:** That the Mayor or his designee is authorized to accept, on behalf of the City, a grant award from the National Endowment for the Arts for the purpose of funding construction of a permanent stage structure and exhibition space as part of the new parkland for Reynoldstown in the amount of One Hundred Thousand Dollars and No Cents (\$100,000). The Mayor or his designee, on behalf of the City, is also authorized to execute any other documents required to accept the National Endowment for the Arts Grant. That the City’s actions in applying for the National Endowment for the Arts grant are hereby ratified.

**SECTION 2:** That the Mayor or his designee is further authorized to enter into any and all necessary agreements in connection with the National Endowment for the Arts grant.

**SECTION 3:** That any agreement(s) entered into in connection with the grant shall not become binding on the City and the City shall incur no liability upon same until such has been approved

by the City Attorney as to form, executed by the Mayor or his designee, attested to by the Municipal Clerk and delivered the National Endowment for the Arts.

**SECTION 4:** That the FY 2015 (Intergovernmental Grant Fund) Budget is hereby amended as follows:

**ADD TO ANTICIPATIONS**

**The amount of: \$100,000.00**

Fund	2501	Intergovernmental Grant Fund
Department	040215	OCA Admin
Account	3311101	Federal – OC Direct
Function/Activity	1320000	Executive Offices
Project		Beltline Amphitheater
Funding Source		Reynoldstown Amphitheater

**ADD TO APPROPRIATIONS**

**The amount of: \$100,000.00**

Fund	2501	Intergovernmental Grant Fund
Department	040215	OCA Admin
Account	3311101	Federal – OC Direct
Function/Activity	1320000	Executive Offices
Project		Beltline Amphitheater
Funding Source		Reynoldstown Amphitheater

**SECTION 5:** All ordinances and resolutions in conflict herewith are hereby repealed for purposes of this Ordinance only, and only to the extent of the conflict.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** Finance/Executive Committee

**Caption:** AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ACCEPT A GRANT FROM THE NATIONAL ENDOWMENT FOR THE ARTS IN THE AMOUNT OF ONE HUNDRED THOUSAND DOLLARS AND NO CENTS (\$100,000.00) FOR THE PURPOSE OF FUNDING CONSTRUCTION OF A PERMANENT STAGE STRUCTURE, EXHIBIT SPACE AND AN ELEVATED PARK CONNECTION AS PART OF NEW PARKLAND FOR REYNOLDSTOWN IN ASSOCIATION WITH ATLANTA BELTLINE.

**Council Meeting Date:**

**Requesting Dept.:** Office of Cultural Affairs

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

To accept a grant from the national endowment for the arts for the purpose of funding construction of a permanent stage structure, exhibit space and an elevated park connection in association with Atlanta beltline.

**2. Please provide background information regarding this legislation.**

**3. If Applicable/Known:**

(a) **Contract Type:**

(b) **Source Selection:**

(c) **Bids/Proposals Due:**

(d) **Invitations Issued:**

(e) **Number of Bids:**

(f) **Proposals Received:**

(g) **Bidders/Proponents:**

(h) **Term of Contract:**

**4. Fund Account Center:**

**ADD TO ANTICIPATIONS**

**The amount of: \$100,000.00**

Fund	2501	Intergovernmental Grant Fund
Department	040215	OCA Admin
Account	3311101	Federal – OC Direct
Function/Activity	1320000	Executive Offices
Project		
Funding Source		

**ADD TO APPROPRIATIONS**

**The amount of: \$100,000.00**

Fund	2501	Intergovernmental Grant Fund
Department	040215	OCA Admin
Account	3311101	Federal – OC Direct
Function/Activity	1320000	Executive Offices
Project		
Funding Source		

**5. Source of Funds:** National Endowment for the Arts

**6. Fiscal Impact:** \$100,000.00

**7. Method of Cost Recovery:**

**This Legislative Request Form Was Prepared By:** Alex Davis, Grant Development Officer

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Alex Davis

Contact Number: (404) 546-6826

Originating Department: Mayor's Office of Cultural Affairs

Committee(s) of Purview: Finance Executive Committee

Chief of Staff Deadline: \_\_\_\_\_

Anticipated Committee Meeting Date(s): September 24, 2014

Anticipated Full Council Date: October 20, 2014

Legislative Counsel's Signature: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_

Chief Information Officer Signature (for IT Procurements) \_\_\_\_\_

Chief Procurement Officer Signature: \_\_\_\_\_

CAPTION

**AN ORDINANCE BY  
FINANCE/EXECUTIVE COMMITTEE**

**AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO ACCEPT A GRANT FROM THE NATIONAL ENDOWMENT FOR THE ARTS IN THE AMOUNT OF ONE HUNDRED THOUSAND DOLLARS AND NO CENTS (\$100,000.00) FOR THE PURPOSE OF FUNDING CONSTRUCTION OF A PERMANENT STAGE STRUCTURE, EXHIBIT SPACE AND AN ELEVATED PARK CONNECTION AS PART OF NEW PARKLAND FOR REYNOLDSTOWN IN ASSOCIATION WITH ATLANTA BELTLINE**

**FINANCIAL IMPACT: (if any)**  
**Mayor's Staff Only**

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Received by CPO: \_\_\_\_\_

Received by LC from CPO: \_\_\_\_\_

(date)

(date)

Received by Mayor's Office: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

(date)

(date)

Submitted to Council: \_\_\_\_\_ (date)



**National  
Endowment  
for the Arts**  
arts.gov

Ms. Camille R. Love  
Authorizing Official  
City of Atlanta, Georgia  
233 Peachtree Street  
Harris Tower, Suite 1700  
Atlanta, GA 30303-1563

SEP 2 2014



Dear Ms. Love:

On behalf of the National Endowment for the Arts, it is a pleasure to inform you that your organization has been awarded a grant.

Grantee: City of Atlanta, Georgia  
Grant #: 14-4292-7081 CFDA #: 45.024  
Grant Amount: \$100,000 Outcome: Livability  
Period of Support: September 1, 2014 to September 30, 2015  
Discipline/Program: Design - Our Town  
Grant Project: To support the design of a performance and exhibition space as part of a new park along the Atlanta BeltLine, including producing digital images of the proposed design, as described in your application (A14-953409) and the enclosed project budget.

**SPECIAL TERM:** You are required to submit the information requested by the NEA regarding the NHPA or NEPA effect on your project, and any additional questions, by January 2, 2015. This documentation must be emailed to NEAhistoricreview@arts.gov. You should not undertake activities related to the necessary clearance until this requirement has been met and your project cleared. The Office of General Counsel must clear your project before funds will be released. If you do not respond by this date, your grant will be terminated.

Please review your award packet. A copy of the approved budget is included. If changes were made to the budget they are noted at the bottom of the budget page.

Award materials are online at [www.arts.gov/manageaward](http://www.arts.gov/manageaward). The *General Terms & Conditions* provide detailed information concerning the NEA's regulations and procedures, the administrative requirements that apply to your grant, and your responsibilities as a grantee. Instructions for requesting grant funds and reporting on your project are also here.

If you have any questions regarding the administrative requirements of this grant, our Grants & Contracts Office staff will be happy to assist you. They may be reached at [grants@arts.gov](mailto:grants@arts.gov) or (202) 682-5403. Congratulations on your grant award!

Sincerely,

Jane Chu  
Chairman

Grantee DUNS #: 154409924

NATIONAL ENDOWMENT FOR THE ARTS  
APPROVED PROJECT BUDGET

Grantee: City of Atlanta, Georgia

Grant #: 14-4292-7081

Application Update/Revised Budget: 07/02/2014

INCOME

Match

Cash: \$ 118,000  
In-Kind: \$ 28,600

Total MATCH: \$ 146,600

NEA GRANT: \$ 100,000

TOTAL PROJECT INCOME: \$ 246,600

EXPENSES

Direct Costs

Salaries & Wages: \$ 41,000  
Fringe: \$ 0  
Travel: \$ 0  
Other: \$ 205,600

Total DIRECT Costs: \$ 246,600

INDIRECT Costs: \$ 0

TOTAL PROJECT EXPENSES: \$ 246,600

**IMPORTANT INFORMATION**

You are responsible for reviewing the General Terms & Conditions for your award, which are available on our website at [www.arts.gov/manageaward](http://www.arts.gov/manageaward). Failure to comply with these Terms may result in the disallowance of project expenditures and/or the reduction or withdrawal of Arts Endowment support for your project.

- This budget is derived from your application, revised budget, and/or other communication. All costs must be incurred within the period of support listed on your award letter. It is understood that this budget reflects estimated expenditures and that actual, allowable expenditures will be reported on all financial reports.
- This grant must be matched dollar for dollar (1 to 1) unless otherwise indicated in your grant award letter. Match must be nonfederal.
- Certain unallowable costs may have been removed from your budget (see Budget Notes); these costs cannot be supported with Federal or matching funds and should not be included on future financial reports for this award.
- Expenditures on your project should be in general agreement with the line item costs outlined in this budget. Some budget changes may require prior NEA approval (for example, adding foreign travel or indirect costs).
- This budget cannot include overlapping project costs with any other direct Federal grant including awards made directly by the NEA or another Federal Agency (e.g., NEH, HUD, etc.)
- NEA funds that are sub-granted to you through a state or regional arts agency, or a local arts organization, cannot be used as match on this award.
- Proper documentation must be maintained for all costs in this budget, including all salaries charged, in whole or in part, to this award.
- Proper documentation must be maintained for all in-kind contributions claimed.
- All activities supported with NEA or matching funds, including performance/touring activities as well as publications, websites, or other media projects, must be made accessible to people with disabilities in compliance with Section 504 and the ADA.
- Payments to foreign nationals and/or non-compliant travel to or from countries sanctioned by the U.S. Treasury Department's Office of Foreign Asset Control are unallowable.

**BUDGET NOTES:**

City of Atlanta Project Managers moved from IN-KIND to CASH; not a third -party contribution.





# REPORTING REQUIREMENTS for Grants to Organizations

Grant Numbers that Begin 12-xxxx-xxxx, 13-xxxx-xxxx, 14-xxxx-xxxx.

Materials regarding your award are online at [www.arts.gov/manageaward/index](http://www.arts.gov/manageaward/index). Basic information about your grant is available at [www.arts.gov/mygrant](http://www.arts.gov/mygrant) (or My Grant at a Glance).

The reporting requirements for your grant are described below. Follow these instructions carefully.

### PROGRESS REPORT

Generally, only one progress report will be required during the grant period. It is submitted as part of the Payment Request form (Box 10). Limit your response to the space provided on the form.

The Progress Report is due the first time the cumulative amount requested EXCEEDS two thirds (2/3) of the grant award amount. The Progress Report must include a description of grant supported activities that:

- have been undertaken since the grant period start date, and
- are scheduled for the remainder of the grant period.

### FINAL REPORTS

Submit Final Reports to the Grants & Contracts Office (G&C) no later than 90 days after the grant period end date. You will be ineligible for any National Endowment for the Arts (NEA) awards if you fail to submit required and acceptable Final Reports for previous awards. Go to [www.arts.gov/manageaward/index](http://www.arts.gov/manageaward/index) for Final Reports instructions and forms. Click on **FY12 & Later**.

The Final Descriptive Report (FDR) and Federal Financial Report (FFR) must be emailed to [FinalReports@arts.gov](mailto:FinalReports@arts.gov). Identify your grant number and organization name in the subject line; e.g., FDR 14-3200-7xxx ABC Arts Organization or FFR 14-3200-7xxx ABC Arts Organization.

The Final Report includes:

1. **Federal Financial Report (FFR).**
2. **Final Descriptive Report (FDR):**
  - narrative describing the project activities;
  - data about specific activities and participants; and
  - geographic location(s) and venue(s) where grant activities took place (online module).
3. **Final Product Requirement.** If a final product is required for this grant, it is indicated below. Prominently label your product with your organization's name and grant number. If the product is available on-line, include the Web address/link in your FDR.

\_\_\_\_\_ Book(s) / Catalogue(s) / Journal(s)      \_\_\_\_\_ Recordings (CD, DVD, or other audio or video files)

\_\_\_\_\_ Publication(s) / Report(s)      \_\_\_\_\_ Libretto / Score(s) (hard copy or PDF on disc)

Other: *Digital document/images of conceptual design*

If no item is identified, a product is NOT required for your grant.

We reserve the right to request subsequent information or work product(s) as necessary. All Federal awarding agencies retain a royalty-free right to use all or a portion of their grantees' final report material for Federal



# OUR TOWN

## Online Award Material

All of the forms and instructions you need to request payment and manage your award are available online at [www.arts.gov/manageaward/Our-Town.html](http://www.arts.gov/manageaward/Our-Town.html). Materials available here include:

- The General Terms and Conditions for NEA Awards. Please read this document carefully; it includes the legal and financial regulations that are applicable to your award, as well as instructions should you need to request changes to your grant.
- The Reporting Requirements that are applicable to your award.
- Instructions and Forms for Requesting Payment of your grant funds.
- Instructions and Forms for submitting your Federal Financial Report, Final Descriptive Report and Geographic Report.
- A link to download the current National Endowment for the Arts Logo.
- Other forms, including sample Personal Activity Reports (required when you are allocating grant or matching funds to support salaries), and sample In-Kind Donation Reports (to document any in-kind matching sources.)
- Links to other legal requirements and circulars governing the use of Federal funds.
- Information on the accessibility requirements of Federally-funded projects, including a workbook for a Section 504 Self Evaluation, which each grantee is required to have on file.
- Tips on maintaining a current registration in SAM (the System for Award Management). Remember: You are required to maintain an active registration in SAM throughout the life of each federal award. See [www.sam.gov](http://www.sam.gov) for more information.
- The Online Grant Search feature allows you search all NEA grants awarded since 2000. Misplaced your grant number? Go to <http://apps.nea.gov/GrantSearch/> and use the Search by Organization Grantee Name option to find it.

### My Grant At A Glance

The easiest and fastest way to access current information about your grant online, including the status of payment requests and final reports due dates, is to go to [www.arts.gov/mygrant](http://www.arts.gov/mygrant) and enter your 10-digit grant number.

If you have any difficulty accessing or using these online materials, contact the Grants & Contracts Office at:

[grants@arts.gov](mailto:grants@arts.gov)

PHONE: (202) 682-5403

FAX: (202) 682-5609 or 5610

(Do Not Write Above This Line)

AN ORDINANCE BY

COUNCILMEMBER

*Katherine Harris*

AN ORDINANCE AUTHORIZING THE MAYOR OR HIS DESIGNEE, ON BEHALF OF THE CITY OF ATLANTA, TO APPLY FOR AND ACCEPT A GRANT FROM THE NATIONAL ENDOWMENT FOR THE ARTS IN THE AMOUNT OF ONE HUNDRED THOUSAND DOLLARS AND NO CENTS (\$100,000.00); FOR THE PURPOSE OF FUNDING CONSTRUCTION OF A PERMANENT STAGE STRUCTURE, EXHIBIT SPACE AND AN ELEVATED PARK CONNECTION AS PART OF NEW PARKLAND FOR REYNOLDESTOWN IN ASSOCIATION WITH ATLANTA BELTLINE; AND AUTHORIZING THE MAYOR TO ENTER INTO ANY NECESSARY AGREEMENTS IN CONNECTION WITH THE GRANT; AND AUTHORIZING THE CHIEF FINANCIAL OFFICER TO AMEND THE 2014 (INTERGOVERNMENTAL GRANT FUND) BUDGET BY ADDING TO ANTICIPATIONS AN APPROPRIATIONS IN THE AMOUNT OF ONE HUNDRED THOUSAND DOLLARS AND NO CENTS (\$100,000.00); AND FOR OTHER PURPOSES.

First Reading

Committee \_\_\_\_\_  
 Date \_\_\_\_\_  
 Chair \_\_\_\_\_  
 Referred To \_\_\_\_\_

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

FINAL COUNCIL ACTION

2<sup>nd</sup> Reading  
 1<sup>st</sup> & 2<sup>nd</sup> Reading  
 3<sup>rd</sup> Reading  
 Consent V Vote  
 RC Vote

CERTIFIED

MAYOR'S ACTION

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Refer To

CONSENT REFER

REGULAR REPORT REFER

ADVERTISE & REFER

1<sup>ST</sup> ADOPT 2<sup>ND</sup> READ & REFER

PERSONAL PAPER REFER

Date Referred

*10/20/14*

Referred To:

*Finance / Exec*

Date Referred

Referred To:

Date Referred:

Referred To: