

Mayor's Office: Council Agenda Item Request Form
*This form and supporting documents (if applicable) are due the Wednesday
before the COW meeting by noon.*

Date Received (office use)	
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Date of Request	10/3/2017
Requesting Staff Member	Kendra Kahlow
Requested Council Date	October 10, 2017
Topic/Discussion Title	Mayor's Contribution Fund
Description	Contribution to the Expect the Great Committee of Westminster College in the amount of \$500.00 to support the conference held October 27-28.
Requested Action¹	Council Approval, Consent Items
Presenter(s)	
Time Needed²	Consent Items
Time Sensitive³	
Specific Time(s)⁴	
Contact Name & Phone	Kendra Kahlow x.7031
Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.	

Mayor or Designee approval:

Emil J. Hvalby

¹ What you will ask the Council to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

² Assumed to be 10 minutes unless otherwise specified.

³ Urgency that the topic to scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.

October 10, 2017

The Honorable County Council
2001 S. State Street, Suite N2200
Salt Lake City, Utah 84190

Attn: Steve DeBry, Chair

Re: Community Contribution Recommendation

Council Members:

I have reviewed and approved the Salt Lake County Mayor's recommendations for the following community contribution amount under the Mayor's Contribution Fund, subject to the ratification of the County Council as outlined in county ordinance:

Entity	Granted
Westminster College- Expect the Great Conference	\$500.00
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	\$500.00 Cash

Purpose: An in kind donation to support the Westminster College and The Expect the Great Conference, a two-day conference started in 2011 to increase college access, participation , retention, and graduation for Utah's African-American and Black students and communities. This year it is held at Westminster College October 27-28.

This contribution is approved under the authority of **County Wide Policy 1200**.

Please place this item on your next available agenda for action. Thank you for your help in this matter.

Sincerely,

Ben McAdams
Mayor, Salt Lake County



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FORM A Application for Contribution (Including Fee Waivers)

Name of Organization: Westminster College and Expect the Great Committee

Address: 1840 South 1300 East, Salt Lake City, 84105

Contact Person: Marco Barker Phone: 801-832-2552

Fax: 801-485-3692

Email address: mbarker@westminstercollege.edu

Fiscal year runs from July 1 to June 30.

Brief History of Organization: (Who started it? How long has it been organized? etc.)

Expect The Great is an annual two-day conference started in 2011 by Pastor France A. Davis with the goal to increase college access, participation, retention, and graduation for Utah's African, African-American, and Black students and communities. Expect The Great is hosted at different institutions throughout the state each year. The conference is typically held in October or November depending on the host institution's availability. This year it is going to be held at Westminster College from October 27-28.

Type of Request: Money Equipment Personnel Facilities Fee Waiver

Have you previously received money from Salt Lake County? Yes No

If yes, when and how much? (previous three years)

If you are requesting money, please answer the following questions:

Amount of Request: \$5,000

Percent of Agency Budget: 15.1% (percent of program budget)

Purpose of money requested and target population (may include a draft program): Provide meals for registrants attending the conference. Meals are required given the length of the conference and the commitment to eliminate access and affordability challenges for attendees—there is no registration cost for the Expect the Great Conference. Target populations include African, African American, and Black high school youth and their families; college students; K-12 and college administrators; and community members who have an interest in college and career readiness and supporting youth development.



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FORMA (Cont.)

Please attach:

1. Current List of Board of Directors/ Organization Chart. **(see attached)**
2. Copy of 501(c)(3) if applicable. If not a **charitable community service-based organization**, please state the status of the organization. **(see attached)**
3. Copy of an independent audit. If you do not have one, please enclose a copy of current financial statements. **(see attached)**
4. Under policy 1200: 2.9 Public Purpose - Salt Lake County government's authority or responsibility to promote the safety, health, prosperity, moral well-being, peace, order, comfort, or convenience of County inhabitants. What "public purpose" does your organization support? **(see below)**
5. Draft Program **(see below)**

You will be expected to report to the Salt Lake County Mayor on how the money was used and the success of the project.

The undersigned hereby acknowledges that he or she has authority to bind the organization listed in the grant and will abide by the terms of this grant of County funds as that grant is defined in this Form A. The grantee accepts the following terms and conditions as a condition of receiving and using County funds or the waiver of fees: County funds will be used solely for the purposes approved by the Mayor of Salt Lake County as applied for or amended in this grant. Any expenditure for purposes other than those approved will require a return of the entire grant amount and may disqualify the grantee from receiving any additional County funds. It is further understood that no grant funds will be made available to any County officer of employee or in violation of the requirements of the Public Employees Ethics Act (6716-1 et seq.). No grant funds will be used for political or campaign purposes. As a further condition of the grant, all County funds may be subject to an audit as required by Salt Lake County. The grantee is required to complete the Disbursement of Funds Report, Form B.

Dated this 8th day of September, 2017.

A handwritten signature in black ink, appearing to read 'Mario Lopez', written over a horizontal line.

Grantee/Recipient