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May 22, 2023

The Honorable Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, MI 48226

RE: Request to Accept and Appropriate the FY 2022 City Inclusive Entrepreneurship Grant Program

Honorable City Council:

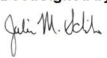
The National League of Cities Institute (NLCI) City Inclusive Entrepreneurship (CIE) Program has awarded the City of Detroit Housing and Revitalization Department-Office of Immigrant Affairs Entrepreneurship Program Grant for a total of \$15,000.00 with no matching requirement. The grant will support the implementation of its Informal Entrepreneurship Commitment with no match requirement.

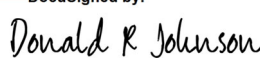
The objective of the grant is to provide 1-3 nonprofit leaders, to apply as a Rising Tide Capital affiliate, and complete program training and capacity building to execute a Community Business Academy for informal entrepreneurs, or 2) create a customized plan for conducting an outreach and registration program for informal entrepreneurs through their own efforts or in partnership with a local nonprofit. Register at least 5 new businesses as a result of direct outreach and technical assistance, as measured by city permitting records.

If approval is granted to accept and appropriate this funding, the appropriation number is 21263.

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

Respectfully submitted,

DocuSigned by:

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Julie Schneider
Director, Housing & Revitalization

DocuSigned by:

34F9071313554A4...
Office of Budget

Attachment

cc: Gail Fulton, Mayor's Office
Nicole Wyse, HRD

BY COUNCIL MEMBER _____

WHEREAS, the Housing and Revitalization Department-Office of Immigrant Affairs is requesting authorization to accept a grant from the National League of Cities, in the amount of \$15,000.00, to provide comprehensive entrepreneurship training to immigrant residents; and

RESOLVED, that the Budget Director be and is hereby authorized to accept and appropriate Appropriation #21263, City Inclusive Entrepreneurship (CIE) Program by \$15,000.00; and

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 FINALLY RESOLVED, that the Finance Director be and is hereby authorized to accept and process all documents in accordance with the terms and conditions set forth in the Grant Agreement between the National League of Cities Institute (NLCI) City Inclusive Entrepreneurship (CIE) Program and the City of Detroit.



Memorandum of Understanding BETWEEN The National League of Cities Institute AND City of Detroit, MI

Roberto Torres
Executive Director, Mayor's Office of Immigrant Affairs & Economic Inclusion
City of Detroit, MI
2 Woodward Ave
Detroit, Michigan 48226

Dear Roberto,

Congratulations! The National League of Cities Institute (NLCI) City Inclusive Entrepreneurship (CIE) Program is pleased to provide a grant of **\$15,000** to the **City of Detroit, MI** to support the implementation of its **Informal Entrepreneurship Commitment**. The City of Detroit will work with the **International Institute of Metro Detroit** as the approved partner to achieve the following outputs and outcomes:

- **Initiating Activity:** As of November 2022, you have identified the sector you want to explore and 1-3 nonprofit leaders working in that sector with whom you may consider as community partners.
- **Mid-year Output:** By April 2023, you will 1) select a nonprofit to apply as a Rising Tide Capital affiliate and complete program training and capacity building to execute a Community Business Academy for informal entrepreneurs, or 2) create a customized plan for conducting an outreach and registration program for informal entrepreneurs through their own efforts or in partnership with a local nonprofit.
- **End-of-Year Outcome:** By August 2023, you will register at least 5 new businesses as a result of direct outreach and technical assistance, as measured by city permitting records.

By accepting this grant, your city and/or organization agree to the following:

- Grantee, in partnership with assigned program expert and key ecosystem partners, will implement the commitment above and achieve commitment outcome by the end of the grant performance period, or advance its selected commitment through another method, pre-approved by NLCI.
- Grantee is required to complete an interim progress report, including a self-report on budget allocation status, to NLCI midway through the grant performance period (May 2023).
- Grantee is required to complete a final grant report, including a self-report on budget allocation status and a summary of lessons learned, to NLCI at the conclusion of the grant performance period (August 31, 2023).
- Keep NLCI staff apprised of commitment implementation progress, including unexpected setbacks or staffing changes, throughout the grant performance period.
- If necessary, be available to conduct a formal post-grant interview.
- Ensure that the programmatic lead for the city or at least one staff person from the city attends every quarterly group conference call.

- Spend all funds or return to NLCI any remaining unused funds by the end of the grant performance period.
- If funds remain at the conclusion of the performance period, Grantee will contact NLCI staff to discuss the possibility of a “No Cost Extension” (NCE), returning grant funds, and/or other options.

Upon receipt of this MOU and any other required documents, NLCI will disburse all funds in a single payment via direct deposit. Funds can be expected to arrive within 7-10 business days after an award is made. Please confirm receipt of funds.

For any grant related questions, please contact Corianne Rice, Program Director, Center for Municipal Practice, at rice@nlc.org.

Sincerely,

Jennifer F. Steinfeld

Director, Entrepreneurship & Economic Development
National League of Cities

Attachments:

MOU Receipt Statement

Memorandum of Understanding
BETWEEN
The National League of Cities Institute
AND
City of Detroit, MI

MOU RECEIPT STATEMENT

By signing this document, I acknowledge that I have read and agreed to the grant provisions set forth in this letter for the National League of Cities’ City Inclusive Entrepreneurship Program.

City of Detroit - (GRANTEE OF RECORD)

Signature

Date

Name – Authorized Signature

Title

Municipality/Non-Profit

International Institute of Metro Detroit

Signature

Date

Name – Authorized Signature

Title

Organization

NLCI Agreement

Signature

Date

Stacy Richardson, MPA
Chief of Staff, Executive Office
National League of Cities