



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
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WWW.DETROITMI.GOV

November 17, 2021

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Authorization to submit a grant application to the Community Foundation for Southeast Michigan (CFSEM) for the FY 2021 General Grant Program**

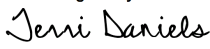
The Civil Rights, Inclusion, and Opportunity (CRIO) department is hereby requesting authorization from Detroit City Council to submit a grant application to the Community Foundation for Southeast Michigan (CFSEM), for the FY 2021 General Grant Program. The amount being sought is \$75,040.00. There is no City match requirement. The total project cost is \$75,040.00.

The Grant will enable the department to:

- Hire a Policy Research Assistant for the Office of Disability Affairs (ODA) in the city's CRIO department to support policy, accessibility, and opportunity on behalf of Detroit's disabled community.

We respectfully request your approval to submit the grant application by adopting the attached resolution.

Sincerely,

DocuSigned by:  
  
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Terri Daniels  
Director of Grants, Office of Development and Grants  
CC:  
Sajjiah Parker, Assistant Director, Grants

## Office of Development and Grants

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### RESOLUTION

**Council Member** \_\_\_\_\_

**WHEREAS**, the Civil Rights, Inclusion, and Opportunity (CRIO) department has requested authorization from City Council to submit a grant application to the Community Foundation for Southeast Michigan (CFSEM), for the FY 2021 General Grant Program, in the amount of \$75,040.00 to Hire a Policy Research Assistant for the Office of Disability Affairs (ODA) in the city's CRIO department to support policy, accessibility, and opportunity on behalf of Detroit's disabled community; now

**THEREFORE BE IT RESOLVED**, the Civil Rights, Inclusion, and Opportunity department is hereby authorized to submit a grant application to the Community Foundation for Southeast Michigan for the FY 2021 General Grant Program.



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### Grant Application Request Form (GARF)

In order to secure the Office of Development and Grants (ODG) approval required under Section 17-4-2 of the Detroit City Code, this form is to be filled out by City Departments as soon as possible upon learning of an opportunity that the Department would like to pursue. This form must be signed and submitted not later than 20 business days prior to the application deadline.

Please submit this form to the following ODG staff: Sajjiah Parker, Assistant Director, [parkersa@detroitmi.gov](mailto:parkersa@detroitmi.gov) and Greg Andrews, Program Analyst IV, [andrewsgr@detroitmi.gov](mailto:andrewsgr@detroitmi.gov)

<b>City Department</b>	CRIO
<b>Date</b>	11/15/2021
<b>Department Contact Name</b>	Kim Rustem
<b>Department Contact Phone</b>	
<b>Department Contact Email</b>	kimberly.rustem@detroitmi.gov
<b>Grant Opportunity Title</b>	CFSEM General Grant Program
<b>Grant Opportunity Funding Agency</b>	Community Foundation of Southeast Michigan (CFSEM)
<b>Web Link to Opportunity Information</b>	<a href="https://cfsem.org/login/">https://cfsem.org/login/</a>
<b>Award Amount (that Department will apply for)</b>	\$75,040
<b>Application Due Date</b>	11/15/2021
<b>Anticipated Proposed Budget Amount</b>	\$75,040
<b>City Match Contribution Amount</b>	N/A
<b>Source of City Match (include Appropriation Number, Cost Center, and Object Code)</b>	N/A
<b>List of programs/services/activities to be funded and the Budget for each</b> <i>Sample:</i> - ABC Afterschool program: \$150,000 - XYZ Youth leadership program: \$100,000 - Salary/Benefits: \$95,000 - Supplies: \$5,000	Salary: \$56,000 Benefits: \$19,040
<b>Brief Statement of Priorities/Purpose for the Application</b> <i>Sample: To support expansion of promising youth development programs in MNO neighborhood.</i>	To support the Director of the ODA with policy research to improve outcomes for Detroit's disabled community.
<b>Key Performance Indicators to be Used to Measure the Programs/Services/Activities</b> <i>Sample:</i> # of kids newly enrolled in ABC and XYZ % of kids from ABC who demonstrate improved educational performance	See attached grant application.

**Kim Rustem**

Director's Name (Please Print)

  
Director's Signature

11-16-21  
Date