



**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•1258
Fax 313•224•0542
www.detroitmi.gov

February 28, 2025

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 Michigan Department of Transportation for the FY 2025 Transportation Alternatives Program Grant

The Department of Public Works (DPW) is hereby requesting authorization from Detroit City Council to submit a grant application to the Michigan Department of Transportation for the FY 2025 Transportation Alternatives Program Grant for the Joe Louis Greenway Littlefield Community Project. The amount being sought is \$1,973,119.78. The State share is \$1,973,191.78 of the requested amount and there is a required cash match for construction, in the amount of \$493,279.94. DPW will also be providing \$628,000.00 in match for design services and \$296,000.00 for construction engineering and inspection fees. The total required match is \$1,417,279.94 and the total project cost is \$3,390,399.72.

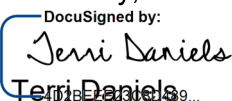
The FY 2025 Transportation Alternatives Program Grant will enable the department to:

- Support the construction of the Joe Louis Greenway
- Install a curb-protected two-way cycle track along Davison Avenue; implement slow street improvements on Cherrylawn Street; and install protected bike lanes and sidewalk improvements on Fullerton Avenue

If the application is approved, a match will be provided for design, in the amount of \$628,000.00, from appropriation 22018, which is an existing Michigan Department of Natural Resources Grant. In addition, a cash match for construction, in the amount of \$493,279.94, will be provided from a State of MI Special Grant – Parks and Greenways Fund. Finally, a cash match for construction engineering and inspection services, in the amount of \$296,000.00, will be provided from future FY 2026 Act 51 formula funds.

If the application is approved, DPW will continue to own and operate the constructed facility and be responsible for maintenance. DPW will also be responsible for overseeing engineering, acquiring any required permits, administration, potential cost overruns, and all miscellaneous costs. The Director of the DPW is the Authorized Representative for this project.

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

Sincerely,
DocuSigned by:

Terri Daniels

Director of Grants, Office of Development and Grants

DocuSigned by:

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Office of Budget

CC:
Sajjiah Parker, Assistant Director, Grants

Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Department of Public Works (DPW) has requested authorization from City Council to submit a grant application to the Michigan Department of Transportation, for the FY 2025 Transportation Alternatives Program Grant, in the amount of \$1,973,119.78, to fund construction of the Joe Louis Greenway in the Littlefield community; and

WHEREAS, the proposed construction includes installing a curb-protected two-way cycle track along Davison Avenue; and implementing slow street improvements on Cherrylawn Street; and installing protected bike lanes and sidewalk improvements on Fullerton Avenue; and

WHEREAS, the approximate project limits include West Davison Street, from the Cherrylawn Pedestrian Bridge west to the Joe Louis Greenway connection between Turner Street and Roselawn Street; and Cherrylawn Street, from I-96 south to Fullerton Avenue; and Fullerton Avenue from Cherrylawn Street to the Joe Louis Greenway connection between Greenlawn Street and Cloverdale Street ; and

WHEREAS, the Department of Public Works (DPW) has \$628,000.00 available from appropriation 22018, which is an existing Michigan Department of Natural Resources Grant, for the required design services match; and will utilize \$493,279.94 for construction match from a future State of MI Special Grant – Parks and Greenways Fund; and will utilize \$296,000.00 for the required construction engineering and inspection fees, from its future FY 2026 ACT 51 formula allocation; and therefore will provide the total \$1,417,279.94 for the cash match requirement for this grant; and

WHEREAS, if awarded, DPW will continue to own and operate the constructed facility and be responsible for the maintenance, and DPW will also be responsible for overseeing engineering, acquiring any required permits, administration, potential cost overruns, and all miscellaneous costs; and

WHEREAS, all contingency costs have been accounted for in accordance with the Transportation Alternatives Program Grant Application Requirements and are included in the proposed total construction cost, which is \$2,466,399.72; and

WHEREAS, this request has been approved by the Office of Budget; and

WHEREAS, if awarded, the Department of Public Works City Engineer will be the project lead for this grant; and the Director of the Department of Public Works is authorized to execute a grant agreement on behalf of the City of Detroit and will serve as the authorized official for this grant project; now

THEREFORE, BE IT RESOLVED, the Department of Public Works is hereby authorized to submit a grant application to the Michigan Department of Transportation for the FY 2025 Transportation Alternatives Program Grant for the Joe Louis Greenway Littlefield Community Project.



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
FAX: 313 • 224 • 0542
WWW.DETROITMI.GOV

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 and the Department/Project assigned Development Officer.

| | |
|---|--|
| City Department | Department of Public Works (DPW) |
| Date | 2/24/25 |
| Department Contact Name | Idrees Mutahr, Chief Greenway Planner |
| Department Contact Phone | (313) 542-2175 |
| Department Contact Email | idrees.mutahr@detroitmi.gov |
| Grant Opportunity Title | Transportation Alternatives Program (TAP) |
| Grant Opportunity Funding Agency | MDOT |
| Web Link to Opportunity Information | https://www.michigan.gov/mdot/programs/grant-programs/transportation-alternatives |
| Award Amount (that Department will apply for) | \$1,973,119.78 |
| Application Due Date | 2/19/25 |
| Anticipated Proposed Budget Amount | \$3,390,399.72 |
| City Match Contribution Amount | Construction: \$493,279.94, CEI: \$296,000, Design: \$628,000 |
| Source of City Match (include Appropriation Number, Cost Center, and Object Code) | Construction: State of MI Special Grant - Parks and Greenways Fund - Committed, CEI: Future Act 51 Funds, Design: 60% complete, under contract with Spaulding for 100% Design is funded from appropriation 22018 |
| List of programs/services/activities to be funded and the Budget for each <i>Sample:</i> - ABC Afterschool program: \$150,000 - XYZ Youth leadership program: \$100,000 - Salary/Benefits: \$95,000 - Supplies: \$5,000 | Fullerton: \$691,046 Cherrylawn: \$293,048.15 Davison: \$1,482,305.55 CEI: \$296,000 Design: \$628,000 |
| Brief Statement of Priorities/Purpose for the Application <i>Sample: To support expansion of promising youth development programs in MNO neighborhood.</i> | To fund construction of the Joe Louis Greenway in the Littlefield community, including the Davison Avenue cycle track, Cherrylawn Street slow street and Fullerton Avenue bike lanes. |
| Key Performance Indicators to be Used to Measure the Programs/Services/Activities <i>Sample:</i> # of kids newly enrolled in ABC and XYZ % of kids from ABC who demonstrate improved educational performance | # miles of greenway constructed Increased bike and pedestrian usage Increased Bike and Pedestrian safety (reduction in crashes) |

Ron Brundidge

Director's Name (Please Print)

DocuSigned by:

Ron Brundidge

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Director's Signature

2/25/2025

Date

Key Information for Grantees

PA 121 of 2024, the FY25 Michigan budget and FY24 supplemental, includes funding for special grants intended for a single recipient. The budget includes language (called boilerplate) that provides a description of the project as well as certain requirements that all projects must comply with. Boilerplate language is binding and all projects must comply with the rules and regulations contained in the language.

You can find the budget bill [here](#). Transparency boilerplate was included in all department budgets and the FY24 supplemental.

Important information to note:

- The attached application will be used to develop and execute a grant agreement between each grantee and the relevant department. Grantees should work with their Legislative Sponsor to return the following application form to the State Budget Office.
- All applications must be submitted and legislative sponsors identified no later than December 13, 2024 pursuant to boilerplate.
- Eligible grantees include: units of local government, public authorities or other political instrumentalities, institutions of higher education, other state departments, entities registered with the department of licensing and regulatory affairs (LARA) or the department of attorney general (AG) that have been in existence for at least 12 months, or other entities that can demonstrate through tax filings or government records that they have been in existence for at least 12 months.
 - To check registration with LARA, check [here](#):
<https://cofs.lara.state.mi.us/SearchApi/Search/Search>
 - To check registration with AG, check [here](#):
<https://www.ag.state.mi.us/CharitableTrust/frmDisclaimer.aspx>
- Please ensure primary grant contact on the application is the fiduciary contact for the project.
- If the attached application is incomplete or missing information, grant processing may be delayed.
- To receive funds, all organizations must be registered in the State of Michigan SIGMA Vendor Self-Service (VSS) System. More information about registering for VSS can be found [here](#).
- Within 60 days of an executed grant agreement, an initial disbursement of up to 50% will be provided to the grantee. Please note, a 50% initial payment is not guaranteed nor required, and any advanced payments may be subject to additional approvals from the Office of Financial Management pursuant to the Financial Management Guide of the State of Michigan. (Defined terms and conditions are included in the grant agreement).

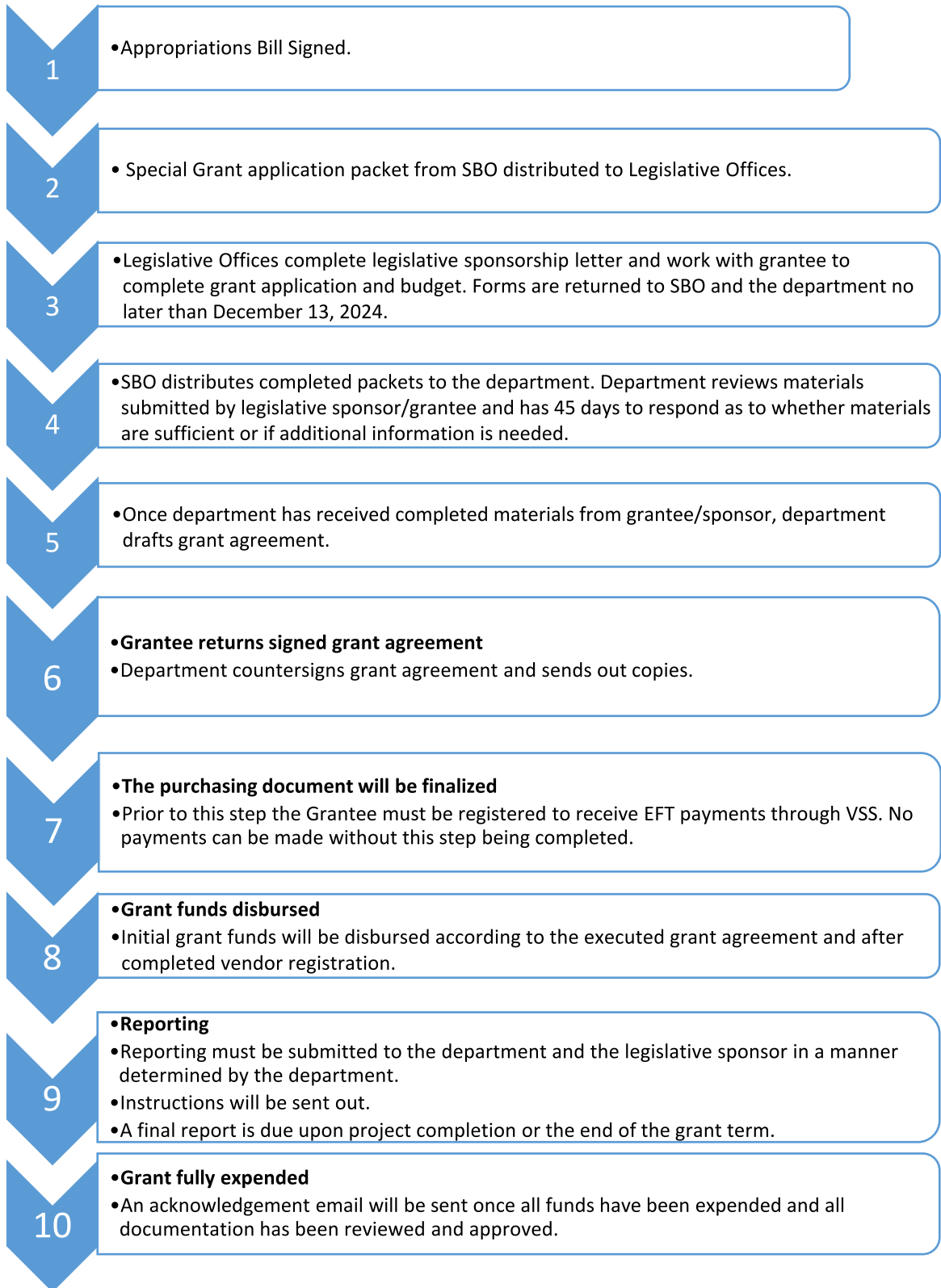
- After the initial disbursement, additional funds will be disbursed on a reimbursement basis after verification that previous funds were expended in accordance with the project purpose.
- There is no requirement to have match funds for the grant.
- The grant cannot be increased or deviated from the boilerplate language.
- Grant funds can only be used for expenditures that occur on or after the effective date of the appropriations act unless otherwise specified in department policy.
- Any interest over \$1,000 earned on grant funds, while in the possession of the grantee, must be returned to the State of Michigan.
- Any questions that arise prior to submitting a grant application should be directed to the Grantee's Legislative Sponsor.
- Any questions that arise after submitting a grant application should be directed to the department.
- For timing and next steps, please review the attached process document.

Completed application materials can be submitted to:

DTMB-SBOGrantForms@michigan.gov

Special Grant Process

This process flow is a general guideline; some projects will differ. Please feel free to contact us at any time if you have questions or concerns related to the process or the specifics of your grant.



Special Grant Application Form

| | | | |
|--------------------------|--|----------------------|----------------------------|
| Official Grantee: | City of Detroit | | |
| Grantee Full Address: | 2 Woodward Ave. Suite 1026 Detroit, MI 48226 | | |
| Grantee Primary Contact: | Abby Laframboise | | |
| Phone: | 313-224-4859 | Email: | laframboisea@detroitmi.gov |
| Legislative Sponsor(s): | Rep. Helena Scott | Appropriated Amount: | \$1,000,000.00 |
| | Rep. Helena Scott | | Rep. Helena Scott |

Questions for Legislative Sponsor

1. Is the legislative sponsor and/or any family members of the legislative sponsor associated with this organization? (Ex: board member, employee, financial donor, etc.) **No**

If so, please explain:

2. Does this grant comply with the provisions of Article IV, §10 of the Michigan Constitution and PA 318 of 1968, MCL 15.301 to 15.310? **Yes**

Questions for Official Grantee

1. Is the grantee a unit of local government, public authority or other political instrumentality as authorized by law, institution of higher education, or other state department? **Yes**

2. If no, is the entity registered with the department of licensing and regulatory affairs or the department of attorney general and been in existence for at least the 12 months preceding the effective date of this act?* **N/A**

3. If the answers to #1 and #2 are no, does the grantee have other state or federal tax filings or other government records that demonstrate the grantee has been in existence for at least the 12 months preceding the effective date of this act? **N/A**

If yes, please attach any relevant records.

4. Please describe the public purpose of the project, demonstrating it is consistent with language authorizing grant in PA 121 of 2024. Please provide additional explanation that gives more detail than is currently contained in the boilerplate language.

The Joe Louis Greenway is a 29-mile cycling and pedestrian path that travels through 23 neighborhoods in the City of Detroit, as well as the neighboring communities of Dearborn, Hamtramck, and Highland Park. It consists of a combination of shared-use paths, bike lanes, landscaping, lighting, wayfinding and other amenities.

5. Fill out the anticipated dollar amount for each respective category of the budget, using the excel budget form provided. Please note the general administrative expense cannot exceed 10% of the grant amount.

6. Anticipated time-frame for each cost identified in the budget (this will reflect the period of the grant).

Construction is anticipated to begin in 2027 and conclude in 2029.

7. I acknowledge that the boilerplate language related to this grant has been read and confirm that all requirements for the grantee and project comply with the boilerplate language pertaining to this grant. (Sign to acknowledge)

DocuSigned by:
Abby LaFramboise
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8. I acknowledge that I will be required to submit progress reports and a final report including:

- i. A summary of the Grant Activities performed over the period determined by the department;
- ii. An accounting of Grantee's actual expenditure of all funds on the Project over the period determined by the department, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements; the Grantee's estimated percentage of completion of the Project; and
- iii. Any other information deemed relevant by Grantee to support the Grant Activities actually performed.

9. Identify authorized signer(s) for Grant Agreement.

Abby LaFramboise

10. Please be advised any portion of the grant funds paid to grantee and not spent or not spent in accordance with the grant agreement must be returned to the department.

NOTICE:

This Grant Application Form is not a legally binding agreement and should not be viewed as such. Moreover, the Grant Application Form does not embody all of the terms and conditions of the grant agreement and neither the department nor the grantee will be bound until there is an executed grant agreement that sets forth all the terms and conditions.

Special Grant Project Budget

Please enter the major cost elements of the project, selecting from the drop down list options. If you select an activity with a ":" please add a few additional words of description in the "Other/Additional Notes" column. You will be asked to report based on these budget categories. It is recommended that the budget have between 2-5 line items. Keeping the budget at a fairly high-level minimizes the need to amend the budget if the project costs deviate slightly from the plan. The "Local" and "Other" columns are optional. **Six line items is the maximum allowed.**

| | | | | | | |
|-----------------------------|--|---|---------------|---------------|-----------------|--|
| 1. Grantee: City of Detroit | | 2. Project Title - Public Parks and Greenway Infrastructure | | | | |
| 3. Project Cost Elements | | 4. Funding Sources | | | | |
| Activities | Other/Additional Notes | Michigan Enhancement Grant | Local Funding | Other Funding | Total | |
| Trail Infrastructure | These funds will be used for the construction of the Joe Louis Greenway. | \$1,000,000 | | | \$1,000,000 | |
| Total | | \$ 1,000,000.00 | \$ - | \$ - | \$ 1,000,000.00 | |

Water & Sewer Infrastructure
Trail Infrastructure
Road Infrastructure
Sidewalk & Parking Infrastructure
Park/Playground Improvements
Architecture
Engineering
Building Repair & Maintenance
Infrastructure Hard Costs (Materials)
Construction:
Construction Contingency
Environmental
Supplies:
Equipment:
Printing
Marketing
Sub-Grants/Scholarships
Training
Occupancy Costs
Health Center/Clinic Operations
Consultants/Outside Contractors
IT Costs
Medical Equipment
General Admin Costs Necessary to Implement the Project (staff costs, etc.):
Additional General Admin (10% Max)
Other: