



**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

April 23, 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 State Historic Preservation Office for the FY 2025 Certified Local Government (CLG) Training and Continuing Education Grant

The Historic Designation Advisory Board (HDAB) is hereby requesting authorization from Detroit City Council to submit a grant application to the Michigan State Historic Preservation Office, for the FY 2025 Certified Local Government (CLG) Training and Continuing Education Grant. The amount being sought is \$1,500.00. There is no City match requirement. The total project cost is \$1,500.00.

The FY 2025 CLG Training and Continuing Education Grant will enable the department to:

- Provide professional development for the HDAB staff preservation planner.

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

Sincerely,

DocuSigned by:
Terri Daniels
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Terri Daniels
Director, Office of Development and Grants

CC:
Sajjiah Parker, Assistant Director, Grants

Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Historic Designation Advisory Board (HDAB) has requested authorization from City Council to submit a grant application to the Michigan State Historic Preservation Office, for the FY 2025 Certified Local Government (CLG) Training and Continuing Education Grant, in the amount of \$1,500.00, to provide professional development for the HDAB staff preservation planner; now

THEREFORE, BE IT RESOLVED, the Historic Designation Advisory Board (HDAB) is hereby authorized to submit a grant application to the Michigan State Historic Preservation Office for the FY 2025 CLG Training and Continuing Education Grant.



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	Historic Designation Advisory Board
Date	04/17/2025
Department Contact Name	Kelsey Maas
Department Contact Phone	313-224-1508
Department Contact Email	kelsey.maas@detroitmi.gov
Grant Opportunity Title	FY25 CLG Training and Continuing Education Funding Support
Grant Opportunity Funding Agency	Michigan State Historic Preservation Office
Web Link to Opportunity Information	https://www.mplace.org/historic-preservation/programs-and-services/certified-local-government-program/clg-training/
Award Amount (that Department will apply for)	\$1,500
Application Due Date	5/16/2025
Anticipated Proposed Budget Amount	\$1,500
City Match Contribution Amount	
Source of City Match (include Appropriation Number, Cost Center, and Object Code)	
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	Conference Registration: \$700 Lodging: \$710 Conference Tour: \$90
Brief Statement of Priorities/Purpose for the Application <i>Sample: To support expansion of promising youth development programs in MNO neighborhood.</i>	To provide professional development for the Historic Designation Advisory Board's staff preservation planner.
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	Staff attendance at the 2025 Congress for the New Urbanism conference.

Janese Chapman

Director's Name (Please Print)

DocuSigned by:

Janese Chapman

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Director's Signature

4/17/2025

Date