



Memorandum of Understanding
BETWEEN
The National League of Cities Institute
AND
City of Lauderhill

Niah Washington
Community Services Program Manager
City of Lauderhill
5581 West Oakland Park Blvd.
Lauderhill, Florida 33313

Dear Niah,

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 Lauderhill to support the implementation of its **Public Procurement Commitment**, including the following outputs and outcomes:

- **Initiating Activity:** As of November 2022, you have shared the contact information of an administration point person who will create a project description for the commitment.
- **Mid-year Output:** As of March 2023, you have a refined project scope, including at least one specific reform to existing procurement processes, operational practices or data collection efforts that improves the accessibility of the procurement process for small, minority-and women-owned businesses.
- **End-of-Year Outcome:** By August 2023, you will have implemented at least one reform to procurement processes, operational practices or data collection as measured by press and/or program materials.

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 Lauderdale

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.

MUNICIPALITY/NON-PROFIT NAME - (GRANTEE OF RECORD)

Signature

Desorae Giles-Smith

Date

Name – Authorized Signature

Title

Municipality/Non-Profit

NLC Agreement

Stacy Richardson

Signature

4/10/2023

Date

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