


**City of Cleveland Memorandum**Justin M. Bibb, Mayor

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**TO:** Patricia J. Britt, Clerk of Council  
Cleveland City Council

**FROM:** Karrie D. Howard, Chief/ Director  
Department of Public Safety 

**DATE:** August 17, 2022

**SUBJECT:** Acceptance of Grant from St. Luke's Foundation of Cleveland, Ohio to the Cleveland Community Police Commission in Support of Citizens for a Safer Cleveland to Attend the 2022 Annual National Association for Civilian Oversight of Law Enforcement Conference for the Cleveland Community Police Commission

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In accordance with C.O. Section 121.06, *Application and Acceptance of Grants*, the Department of Public Safety is advising Council of the acceptance of a grant that does not exceed \$10,000.00. The St. Luke's Foundation of Cleveland, Ohio, has approved a grant in the amount of \$7,400.00 to the Cleveland Community Police Commission in support of Citizens for a Safer Cleveland to attend the 2022 Annual National Association for Civilian Oversight of Law Enforcement Conference. Please see the attachment for additional information.



**Saint  
Luke's  
Foundation**

11327 Shaker Boulevard, Suite 600W  
Cleveland, OH 44104  
216.431.8010  
[www.SaintLukesFoundation.org](http://www.SaintLukesFoundation.org)

July 25, 2022

Ms. Shaleneh Williams  
Project Coordinator  
Cleveland Community Police Commission  
3631 Perkins Ave  
Cleveland, OH 44114

Re: Grant No. 2022038 – Citizens for a Safer Cleveland Go To NACOLE

Dear Ms. Williams,

The staff of the Saint Luke's Foundation of Cleveland, Ohio has approved a discretionary grant of \$7,400.00 to Cleveland Community Police Commission for the period July 22, 2022 to July 21, 2023 in support of Citizens for a Safer Cleveland Go To NACOLE. The grant funds will be used as described in the submitted request. The project will be carried out under your direction.

Payment of the grant funds will be made after receipt by the Foundation of an approved and submitted grant agreement in the Saint Luke's Foundation grants portal. Payment will be made via paper check to the City of Cleveland, per your request.

Your report is due as listed in your grantee portal. In the meantime, please stay in touch with us about what is going on with your efforts. We are eager to connect with you over the course of this grant, not just when the report is due. Our support is more of an investment than a gift and we want to know about your work, its successes, what we might be able to do to help and the challenges you may experience along the way. We would like to consider ourselves your partners.

These terms apply to your organization's use of the Foundation grant:

1. Use of Grant Funds - Under United States law, Foundation grant funds, and income earned thereon, may be expended only for charitable, religious, scientific, literary or educational purposes. This grant is made only for the purposes stated in this agreement and outlined in your proposal, and it is understood that these grant funds will be used for such purposes substantially in accordance with the approved budget.

It is also understood that no variances in the following can be made without the Foundation's prior approval in writing via the Grant Amendment Form. Please contact the Grants Manager to receive the form.

- budget line items over 10%
- changes in grant closing date (unfunded extensions)
- programmatic changes

2. Use of Income - The Foundation encourages, whenever feasible, the deposit of grant funds in an interest-bearing account. All earnings accrued on such accounts are to be expended in direct support of the project funded through this grant. Any grant funds, and any income earned thereon, not expended or committed for the purposes of the grant must be returned to the Foundation at the end of the project period.

3. No Lobbying - The grant funds may not be used for any of the following purposes: a.) To influence the outcome of any specific election for candidates to the public office; b.) To attempt to influence legislation, within the meaning of Section 4945(d)(1) of the Internal Revenue Code ("IRC"), as interpreted by its accompanying regulations; c.) To influence the outcome of any specific election for candidates to public office, or to carry on, directly or indirectly, a voter registration drive within the meaning of IRC Section 4945(d)(2), as interpreted by its accompanying regulations.

4. Required Reports - This grant shall be accounted for separately on your books of account and expenditures made in furtherance of the grant purpose must be charged against the grant account. Adequate records must be kept which make it possible to enable the use of the grant funds to be readily checked. A final progress report is to be furnished to the Foundation no later than 30 days following grant end date -- it is assigned in your SLF online dashboard. A final budget report is required of all non-operating grants and should reflect expenditures of the grant funds, and any income earned thereon, according to the categories of the approved budget, as of the end of the period covered by the report. The financial statement must also reflect expenditures of any income earned on the grant funds. All accounting records related to this grant, including copies of the reports submitted to us, must be kept for at least four years and made available to us at reasonable times upon our request.

5. Evaluation and Monitoring - The Foundation may monitor and conduct an evaluation of operations under this grant, which may include a visit from Foundation Trustees or other personnel to observe your organization's program, discuss the program with your organization's personnel, and review financial and other records and materials connected with the activities financed by this grant.

6. Publicity - The Foundation may include basic information about this grant in its public reports and will also refer to the grant in press releases on our website and through the Foundation's other communication channels. Any public announcement of this grant -- in print or electronically -- must be coordinated with your Program Officer for approval prior to the announcement being made.

7. Tax Status - It is understood that by countersigning this agreement, your organization confirms that it is a governmental agency or has been determined by the Internal Revenue Service to be an organization described in section 501(c)3 of the Internal Revenue Code of 1986, that it is not a private foundation as described in section 509(a) of the code, and that this determination has not been revoked or modified and continues in full force and effect. If this status changes, please notify the Foundation immediately. No payment hereunder shall be required to be made at any time after your organization ceases to be a governmental agency or an organization that is both described in section 501(c)3 and is not a private foundation.

If this letter correctly sets forth your understanding of the terms of this grant, please indicate your agreement to such terms by having the enclosed copy of this letter countersigned by an appropriate officer of your organization and returned to the Foundation.

It is a pleasure to make this grant and we wish you great success.

Sincerely,



Timothy L. Tramble, Sr.  
President and CEO