

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto:MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. Contact the Mayor’s Legislative team with questions

**Date of Request:** 11/18/2019

Please mark one:  **Bill Request** or  **Resolution Request**

**1. Type of Request:**

- Contract/Grant Agreement**     **Intergovernmental Agreement (IGA)**     **Rezoning/Text Amendment**
- Dedication/Vacation**             **Appropriation/Supplemental**             **DRMC Change**
- Other:** Establishes a new grant Fund; Transfers a grant program from one grant Fund to another

**2. Title:** (Start with *approves, amends, dedicates*, etc., include name of company or contractor and indicate the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)

Establishes the “Homeless Shelter Utility Support” Grant Fund in the Community Development Special Revenue Funds Series and transfers financial and programmatic administration of the Homeless Shelter Utility Support Grant Program from the Human Services Private Grants Fund to the new fund to allow for administration by the Department of Housing Stability.

**3. Requesting Agency:** Department of Finance – Budget and Management Office

**4. Contact Person:**

Contact person with knowledge of proposed ordinance/resolution	Contact person to present item at Mayor-Council and Council
Name: Kelly Greunke and Chiquita McGowin	Name: Rachel Bardin
Email: <a href="mailto:Kelly.Greunke@denvergov.org">Kelly.Greunke@denvergov.org</a> ; <a href="mailto:Chiquita.McGowin@denvergov.org">Chiquita.McGowin@denvergov.org</a>	Email: <a href="mailto:Rachel.Bardin@denvergov.org">Rachel.Bardin@denvergov.org</a>

**5. General description or background of proposed request. Attach executive summary if more space needed:**

As a part of the creation of the Department of Housing Stability (HOST) in 2019, funding that supports staffing and programs dedicated to individuals experiencing homelessness is moving from Denver Human Services (DHS) to HOST. As part of this move, the Homeless Shelter Utility Support Grant Program administered in the Human Services Private Grants Fund, Fund No. 13601 in the Human Services Special Revenue Fund Series under the expending authority of the Executive Director of Human Services, will be transferred to a newly established fund, Fund No. 16608, a “Homeless Shelter Utility Support” Grant Fund in the Community Development Special Revenue Fund Series. The Executive Director of HOST will be the expending authority. The cost center will be 0145000.

Transferring the Homeless Shelter Utility Support Grant Program from DHS to HOST administration may require financial transactions or other administrative actions to complete the transition in the City’s financial system of record.

**6. City Attorney assigned to this request (if applicable):** N/A

**7. City Council District:** All

*To be completed by Mayor’s Legislative Team:*

Resolution/Bill Number: BR19 1295

Date Entered: \_\_\_\_\_