



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: 05/19/2020

* = *Mandatory, information must be provided*

or Procurement Director Award ☐

***Contractor/Vendor Name/Grantor (DBA):**
Community Foundation of Southern Arizona

***Project Title/Description:**
CFSA--Five Daughters Fund

***Purpose:**
To provide general operating support for Pima Animal Care Center

***Procurement Method:**

***Program Goals/Predicted Outcomes:**
To provide general support for the animals of Pima County

***Public Benefit:**
Provides additional financial resources to support an essential county function of helping Pima animals

***Metrics Available to Measure Performance:**
N/A

***Retroactive:**
No

GMI Approved 5-6-2020 *gs*

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount: \$* _____ ☐ Revenue Amount: \$ _____

***Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Effective Date: _____ New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____

☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____

Is there revenue included? ☐ Yes ☐ No If Yes \$ _____

***Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☒ Award ☐ Amendment

Document Type: GTAW Department Code: PAC Grant Number (i.e., 15-123): 20106

Effective Date: May 8, 2020 Termination Date: June 30, 2020 Amendment Number: 20'

☐ Match Amount: \$ N/A ☒ Revenue Amount: \$ 2,000

***All Funding Source(s) required:** N/A

***Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ _____ % _____

***Match funding from other sources?** ☐ Yes ☒ No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** _____

Contact: Kristen Hassen-Auerbach

Department: Pima Animal Care Center

Telephone: 520-247-7991

Department Director Signature/Date: [Signature]

4/29/20

Deputy County Administrator Signature/Date: [Signature]

5 May 2020

County Administrator Signature/Date: [Signature]

5/8/2020

(Required for Board Agenda/Addendum Items)



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March 03, 2020

Kristen Auerbach

Director

Pima Animal Care Center

4000 N Silverbell Rd.

Tucson, AZ 85745

Dear Kristen,

Based on a recommendation received from one of our fund holders and approved by our Board of Trustees, we are pleased to send **Pima Animal Care Center** the enclosed check. This grant for **\$2,000.00** from the **Five Daughters Fund** held at the Community Foundation for Southern Arizona is to be used for **general support**.

Please note that the donor has already received a letter regarding tax deductibility from the Foundation. We encourage you to send a thank you directly to the Community Foundation and it will be forwarded to the donor. Please remember it cannot include the "no goods and services" language per IRS publication 1171.

We hope that you will publicize grants received through the Community Foundation for Southern Arizona; however, it is important to us that grants be acknowledged appropriately. The guidelines on the reverse of this page provide detailed instructions for publicizing your connection with and support from the Community Foundation for Southern Arizona. Please recognize this gift as follows:

Five Daughters Fund held
at the Community Foundation for Southern Arizona

We are very pleased that we were able to help facilitate this grant to your organization. Thank you for the work you do and your dedication to your mission.

Sincerely,

A handwritten signature in dark ink, appearing to be "K Huber".

Kelly Huber

CFSA Publicity Guidelines

To: All Grant Recipients
From: Marketing & Communications Department
CC: Community Investments Department

The Community Foundation for Southern Arizona is pleased to have provided funding to your organization. We hope that you will help the community understand how we support outstanding organizations in the region by including funding acknowledgment in all press releases, newsletters, brochures, annual reports, and other print materials related to this grant award. Below are some general guidelines to follow.

General CFSA Publicity Guidelines

- Please send all publicity materials (press releases, newsletters, presentations, website copy, etc.) to Tamara McKinney at tmckinney@cfsaz.org for review and approval at least 5 business days in advance of your deadline.
- CFSA, along with its affiliates and initiatives, adopted new branding in December 2018. Please contact us for the new logo files and to confirm that you are using the correct logo in your acknowledgment materials.
- If this grant is to be used for a film, video, book, or other such product, CFSA reserves the right to request a screening or preview of the product, during the final production stages, before deciding whether or not to be credited as funder of the product.

How to list a grant from the Community Foundation for Southern Arizona

- Please acknowledge the individual fund(s) that made your grant possible, as well as the Community Foundation for Southern Arizona. Please review the examples below and contact us with any questions. The name of the specific fund(s) that provided your grant are listed in your grant award letter.

In a narrative: *Funding for XYZ was provided by the Jane E. Smith Fund and the John M. Doe Fund held at the Community Foundation for Southern Arizona.*

In a list: *Community Foundation for Southern Arizona
Jane E. Smith Fund and the John M. Doe Fund*

Please Note: A common mistake is using "of" instead of "for" when referencing the Community Foundation for Southern Arizona.

Copies of Publicity Materials

Please send CFSA electronic examples of all materials that acknowledge the Foundation from a publicity standpoint. We also strongly encourage you to send us information on grant related media coverage that you have received.

How to talk about the Community Foundation for Southern Arizona (in press releases, etc.)

Since 1990, the Community Foundation for Southern Arizona (CFSA) has been a trusted philanthropic