



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: February 9, 2026

SUBJECT: Park Street Planning & Conceptual Design - Proposal for Engineering & Landscape Architecture Services and Michigan Coastal Management Program Grant Agreement

DESCRIPTION:

Planning for Park Street improvements is a priority for fiscal year 2025/2026.

Prior Studies

In 2005, Fleis & VandenBrink (F&V) prepared a “Non-Motorized Pathway Study” that included Park Street between Campbell Road and Mount Baldhead Park plus a connector to Oval Beach.

In 2020, F&V updated that study and outlined three non-motorized infrastructure options: a separate sidewalk, shoulder widening, and a hybrid sidewalk/shoulder widening option. The 2020 study can be viewed here: <https://tinyurl.com/mwuxrft2>

Grant Application

In 2024, Fleis & VandenBrink (F&V) prepared a proposal for planning and conceptual design work. To help offset the cost, City Council authorized applying for a grant through the Michigan Department of Environment, Great Lakes, and Energy (EGLE) Coastal Management Program. In November 2025, EGLE notified the City that it has been awarded a \$20,000 grant, covering half of the cost. The Coastal Management Program Grant Agreement is attached.

Next Step - Planning and Conceptual Design

F&V has prepared the attached proposal for engineering and landscape architecture services. The proposed work includes:

- Update and complete corridor surveys (roadway, right-of-way, utilities).
- Identify and evaluate right-of-way encroachments.
- Assess existing water, sewer, and stormwater infrastructure.

- Develop conceptual design options for Park Street, including:
 - Non-motorized facilities
 - Safety and traffic-calming improvements
 - Streetscape and landscape enhancements
 - Integration with Mt. Baldhead Park and the Chain Ferry area
- Prepare visual concept plans and preliminary cost estimates.
- Engage committees, stakeholders, and affected property owners.
- Refine concepts based on feedback and present final concepts to City Council for direction.

BUDGET ACTION REQUIRED:

The full expense was budgeted for this fiscal year. A future proposed budget amendment will add the grant award as revenue.

LEGAL REVIEW:

The City Attorney will be at your meeting to answer any questions you may have.

SAMPLE MOTION:

Motion to approve the engineering and landscape architecture services proposal from Fleis & VandenBrink for Park Street planning and conceptual design in an amount not to exceed \$40,000, and to approve the Michigan Coastal Management Program Grant Agreement.



November 21, 2025

Via Email: rcummins@saugatuckcity.com

Ryan Cummins
City of Saugatuck
102 Butler Street
Saugatuck, MI 49453

**RE: Park Street Planning & Conceptual Design
Proposal for Engineering & Landscape Architecture Services**

Dear Ryan,

Based on our conversation at the March 26, 2024 Parks and Public Works Committee (PPWC) meeting and the pending grant award from the EGLE Michigan Coastal Management Program, we understand City Council will be considering to move forward with planning and conceptual design work on Park Street from Campbell Road through the Mt. Baldhead area. Planning will incorporate a separate non-motorized path or sidewalk, to the extent practical, to improve safety for non-motorized users of the corridor. Consideration will also be given to removal of encroachments in the right-of-way and retaining the character of the corridor, balancing competing goals, where required. The design team will include engineering professionals for the technical aspects of the project and landscape architecture on the project context, landscape, Mt. Baldhead and Chain Ferry area integration, etc. We anticipate this will be a somewhat iterative process as ideas are developed and feedback is received from the PPWC, Park Street Study Group (PSSG) and City Council.

Based on our understanding of the project, we propose the following Scope of Services to assist you:

Scope of Services

Survey Phase

- Review (field check) the topographic survey obtained in late 2020/early 2021 (Campbell to Perryman) to check for changes made within or adjacent to the right of way since that time that could impact planning work. Make updates as required.
- Obtain topographic survey between Perryman Street and the north end of Mt. Baldhead (including the Holiday Hill area), including the following:
 - Research right-of-way information, public land corners (section corners), plats and recorded surveys. We have assumed that City staff will obtain copies of deeds for the parcels within the corridor to assist with locating the right-of-way and parcel lines in the area.

- Establish horizontal and vertical control throughout the mapping area. This will be done by first setting horizontal control points throughout the area and then establishing benchmarks for vertical control. Once the control is in place and checked, the actual mapping work can commence.
- Obtain information from private utilities in the project area. Contact Miss Dig to obtain mapping utilizing the design ticket process.
- Incorporate public utility information from existing City and Kalamazoo Lake Sewer & Water Authority (KLSWA) records.
- Perform topographic mapping of the project area, including the public right-of-way plus approximately 10 feet on either side.
- Download the field data to produce the topographic basemap.
- Perform a field review of the topographic basemap.
- Finalize the topographic basemap based on field review comments.

Planning Phase

- Identify right of way encroachments throughout the corridor on the survey. Meet with the PPWC, PSSG and other project stakeholders, as appropriate, to review the encroachments and prioritize them in terms of preservation vs. removal (meeting 1). We anticipate this meeting will include both office review and a walkthrough with appropriate staff, study group and committee members.
- Evaluate public utility needs in the corridor (water main, sanitary sewer, storm sewer) based on available City and KLSWA records.
- Develop conceptual plans for the corridor that incorporate non-motorized facilities, landscape preservation/modification, roadway improvements, utility improvements, Mt. Baldhead Park considerations, Chain Ferry area improvements, traffic calming elements, critical dunes impacts and related project elements.
- Meet with the PPWC, PSSG and other project stakeholders, as appropriate, to review the conceptual plans (meeting 2).
- Make revisions and enhancements to the conceptual plans based on feedback/direction received from the PPWC and PSSG.
- Prepare a conceptual level (budgetary) cost estimate for the project.
- When conceptual plans have advanced to an appropriate stage, attend meetings/workshops with affected property owners, City staff and PPWC/PSSG members to review encroachments, project impacts and other concerns. We have estimated three meetings/workshops to allow opportunity for morning, afternoon and evening attendance around work schedules and other obligations (meetings 3, 4 and 5).
- Meet with the PPWC, PSSG and other project stakeholders, as appropriate, to review the updated conceptual plans and cost estimate (meeting 6).
- Update conceptual plans and cost estimate based on feedback received from the PPWC and PSSG.
- When appropriate, present conceptual plans and cost estimate at a City Council workshop or regular meeting (meeting 7).
- Finalize conceptual plans and cost estimate based on feedback received from City Council.

The conceptual plans will be colorized plan view representations of the various elements of the project overlaid on the survey basemap, along with cross sections to illustrate select points in the corridor. We have included an allowance for professional renderings, if that is desired for communication and outreach following the planning process. We have found renderings to be a more effective tool for communicating the concepts than plans alone. Renderings could be done by F&V staff (like was done for the Mt. Baldhead restroom and observation deck areas) or an outside graphics design firm (like was done for the Blue Star Trail study), depending on the level of rendering work desired. We will discuss options when as the conceptual plans are being

finalized. We anticipate presenting the rendering work (either ours or an outside firm's) at a City Council workshop or regular meeting (meeting 8).

Anticipated Schedule

We anticipate the following schedule for this project:

- Authorization: December 2025
- Survey Phase: January 2026
- Planning Phase: February – July 2025 (approx.). This includes time during the busy summer season, when more property owners are in town, as well as before the busy summer season, when staff and committee members have more time to engage in the process.

The schedule for design, permitting, bidding and construction will be determined based on the results of the planning process, capital improvements planning and direction from City Council.

Engineering Budget

We propose to complete the Scope of Services outlined above at our standard hourly rates plus reimbursable expenses with the following budget:

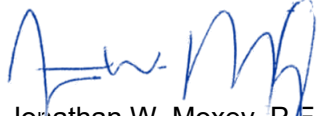
Phase	Budget
Survey	\$ 9,000
Planning	\$ 24,000
Renderings (Allowance)	\$ 7,000
Total Proposed Budget	\$ 40,000

We will prepare proposals for design, permitting, bidding and construction phase services at appropriate times, when the project scope and schedule have been determined.

Authorization to proceed with the work can be given by returning a copy of this proposal, signed below as indicated. In the meantime, please feel free to contact us with any questions.

Sincerely,

FLEIS & VANDENBRINK



Jonathan W. Moxey, P.E.
Sr. Project Manager, Principal



Don DeVries, P.E.
Principal

Cc: Scott Herbert, Department of Public Works

WORK AUTHORIZATION

Fleis & VandenBrink is hereby authorized to proceed with the Scope of Services presented in this proposal in accordance with the existing Professional Services Agreement for General Consultation dated November 13, 2018.

By _____

Date _____



Michigan Coastal Management Program Grant Agreement Between the Michigan Department of Environment, Great Lakes, and Energy and the City of Saugatuck

This Grant Agreement (Agreement) is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (State), and the City of Saugatuck (Grantee).

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended, P.L. 109-58 (Title 16 of the United States Code [U.S.C.], Sections 1451-1465). Legislative appropriation of funds for grant assistance is set forth in Public Act 22 of 2025. This Agreement is subject to the terms and conditions specified herein.

Project Information:

Project Name: Mt. Baldhead Park Access Improvements and Stabilization

Project #: 2026-306-017

Amount of Grant: \$20,000.00

% of Grant State 50 / % of Grant Federal 50

Amount of Match: \$20,000.00 = 50%

PROJECT TOTAL: \$40,000.00 (grant plus match)

Start Date (executed by EGLE): 1/1/2026

End Date: 3/31/2027

Grantee Contact Information:

Name and Title: Ryan Cummins, City Manager

Organization: City of Saugatuck

Address: 102 Butler PO Box 86

City, State, and ZIP: Saugatuck, Michigan 49453

Phone Number: 269-857-2603

Email Address: rcummins@saugatuckcity.com

Federal ID Number (Required for Federal Funding): 38-6007203

Grantee DUNS/UEI Number (Required for Federal Funding): 0801101

SIGMA Vendor Number: CV0048414-001

State Contact Information:

Name and Title: Kelsey Krupp, MCMP Coordinator

Division/Office: Water Resources Division

Address: P.O. Box 30458

City, State, and ZIP: Lansing, Michigan 48909-7958

Phone Number: 616-401-1201

Fax Number: 517-241-9003

Email Address: KruppK1@Michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

For the Grantee:

	Ryan Cummins, City Manager	
Signature	Name and Title	Date

For the State:

	Jerrold Sanders, Director, Water Resources Division	
Signature	Name and Title	Date

I. Project Scope

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. Agreement Period

Upon signature by the State, the Agreement shall be effective from the start date until the end date on page 1 of this Agreement. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the start date and the end date specified on page 1.

Expenditures made by the Grantee prior to the start date or after the end date of this Agreement are not eligible for payment under this Agreement.

III. Changes

Any changes to this Agreement other than budget line item revisions less than 10 percent (10%) of the budget line item shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to this Agreement or to the appendices. No changes can be implemented without approval by the State.

IV. Grantee Deliverables and Reporting Requirements

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit quarterly financial and progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be due according to the following.

Table 1. Reporting Period and Due Date

Reporting Period	Due Date
January 1 – March 31	April 30
April 1 – June 30	July 31
July 1 – September 30	TBD*
October 1 – December 31	January 31

*Due to the State's year-end closing procedures, there will be an accelerated due date for the report covering July 1 – September 30. Advance notification regarding the due date for the quarter ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October

for the quarter ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State Contact at the address on page 1 of this Agreement. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report and submitted by the respective Grantee contact specifying the amount of reimbursement requested for the respective reporting period.

(B) The Grantee shall provide the final quarterly report in a format prescribed by the State and specified in Appendix A. The Grantee shall submit the final quarterly report, including all supporting documentation for expenses, within 30 days from the end date of this Agreement.

(C) The Grantee must provide all work products and deliverables in accordance with Appendix A.

(D) All work products shall acknowledge that the grant was supported in whole or in part by the Michigan Coastal Management Program, EGLE, per the guidelines provided by the program.

(E) If 15 percent (15%) or more of the grant amount is expended in a single quarter, payment requests may be submitted monthly during that quarter.

V. Grantee Responsibilities

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this Agreement.

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this Agreement is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee's receipt or execution of this Agreement.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under this Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of this Agreement.

VI. Use of Material

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State and federal awarding agency, if applicable, retains a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this Agreement whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

VII. Assignability

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

VIII. Subcontracts

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Agreement. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

IX. Nondiscrimination

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*; the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*; and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. Unfair Labor Practices

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

XI. Liability

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement if the liability is caused by the Grantee or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

XII. Conflict of Interest

No government employee, or member of the legislative, judicial, or executive branches of government, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XIII. Anti-Lobbying

If all or a portion of this Agreement is funded with federal funds, then in accordance with Title 2 of the Code of Federal Regulations (CFR), Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as appropriate, the Grantee shall comply with 18 U.S.C., Section 1913, Lobbying with Appropriated Moneys, commonly known as the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, Lobbyists, Lobbying Agents, and Lobbying Activities, 1978 PA 472, as amended, specifically MCL 4.415(2), which states "Lobbying means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

XIV. Debarment and Suspension

By signing this Agreement, the Grantee certifies that it has checked the federal debarment and suspension list at www.SAM.gov to verify that its agents and subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR, Part 1185, Governmentwide Debarment and Suspension (Nonprocurement); violation of federal or state antitrust statutes or

commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

Each eligible applicant must obtain a Unique Entity Identifier (UEI) and maintain an active registration with the Federal System for Award Management (SAM) at www.SAM.gov.

XV. Audit and Access to Records

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of five years after the final payment has been issued to the Grantee by the State.

XVI. Insurance

(A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.

(B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XVII. Other Sources of Funding

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

XVIII. Compensation

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the start date or after the end date of this Agreement are not allowed under this Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the [SIGMA Vendor Self Service website](#).

(F) An amount equal to 25 percent (25%) of the grant award will be withheld by the State until the project is completed in accordance with Section XIX, Closeout, and Appendix A in this Agreement.

(G) The Grantee is committed to the match percentage on page 1 of this Agreement, in accordance with Appendix A. The Grantee shall expend all local match committed to the grant by the end date on page 1 of this Agreement.

XIX. Closeout

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by state law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

XX. Cancellation

This Agreement may be canceled by the State, upon 30 days' written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the Grantee for any further charges to this Agreement.

XXI. Termination

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days' written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of this Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable laws or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a. through d., above, and the Grantee will immediately cease charging to this Agreement and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract.
- b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees.
- c. Convicted under state or federal antitrust statutes.
- d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
- e. Added to the federal or state suspension and debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XXII. Iran Economic Sanctions Act

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business and that its contractors are not Iran linked businesses, as defined in the Iran Economic Sanctions Act, 2012 PA 517, MCL 129.312.

XXIII. Disclosure of Information

All reports and other printed or electronic material prepared by or for the Grantee under this Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a court order, subpoena, or request under the Freedom of Information Act, 1976 PA 442, as amended.

XXIV. Prevailing Wage

This project is subject to the Davis-Bacon Act of 1931, as amended, 40 U.S.C., Section 276a, *et seq.*, which requires that prevailing wages and fringe benefits be paid to contractors and subcontractors performing on federally funded projects over \$2,000 for the construction, alteration, or repair (including painting and decorating) of public buildings or works.

XXV. Program General Provisions

(A) All project work products must acknowledge financial assistance of the Michigan Coastal Management Program and the National Oceanic and Atmospheric Administration (NOAA).

- (1) This grant acknowledgement will include EGLE and NOAA logos to be provided by the State and the following language: “Financial assistance for this project was provided by the Michigan Coastal Management Program, Water Resources Division, EGLE, with funding through the National Coastal Zone Management Program.”
- (2) A view disclaimer is required for reports/videos in addition to EGLE and NOAA logos and financial acknowledgment language listed in the above paragraph. The view disclaimer shall include the following language: “The statements, findings, conclusions, and recommendation in this (report/video) are those of the (Grantee) and do not necessarily reflect the views of EGLE and NOAA.”
- (3) Outreach materials, including but not limited to, press releases, newsletters, newspaper articles, graphic displays, public presentations, Web sites, and other public facing materials, shall include the grant acknowledgement stated in (1), above.
- (4) The cover, title page, or other prominent place within, all reports, studies, or other documents, published or distributed electronically or hard copy, and acknowledgement pages of Web sites/pages, that are supported by this award or any subawards shall include the grant acknowledgement stated in (1), above.

(B) Extensions

In accordance with Section III, Changes, in this Agreement, the Grantee shall submit to the State for review and approval written change requests no less than 90 days prior to the end date of this Agreement. The Grantee shall provide justification for the extension and the requested new end date of this Agreement.

(C) Geospatial Data

All geospatial data collected and/or produced for the purposes of this Agreement and put into a GIS layer must be provided, along with associated metadata (requirements described below), to the State on a CD, DVD, or portable hard drive in ESRI’s ArcGIS format (shapefile including appropriate projection file or geodatabase).

The Grantee shall provide relevant information (e.g., expected dates of data collection, type of collection, flight lines, etc.) on the collection or production of geospatial data (e.g., information for GIS data layers, acquisition of topographic or bathymetric data, or other remotely sensed data) to the State Contact as early as practicable and before data collection commences.

The Grantee shall ensure the data and the planned acquisition activities are registered in Geospatial Platform at www.GeoData.gov and comply with Office of Management and Budget (OMB) Circular A-16, Coordination of Geographic Information and Related Spatial Data Activities. The Grantee shall document all new geospatial data it collects or produces using the metadata standards developed by the Federal Geospatial Data Committee (FGDC), and make that standardized documentation electronically accessible to NOAA, if requested.

Current FGDC standards can be found at <https://www.fgdc.gov/metadata/csdgm/>. Metadata that conforms to the proposed North American Profile of the International Organization for Standardization (IOS) 19115, which may be adopted by the FGDC, is also acceptable. To the greatest extent practicable, the Grantee shall also, prior to the conclusion of the award, make the data collected publicly accessible online, except where limited by law, regulation, policy, or security requirements.

In accordance with the NOAA Data Sharing Policy, the Grantee shall ensure the geospatial data and information collected and/or created under this Agreement will be made visible, accessible, and independently to users free of charge or at minimal cost. Information shall be made available in a timely manner and typically no later than two years after the data or information is collected or created except when limited by law, regulation, policy, or by security requirements.

(D) The Grantee shall ensure that any field work conducted for this project, including construction activities, surveys, educational, training, or volunteer programs/activities will be conducted in accordance with appropriate federal, state, and local laws and will follow recognized best practices, take the necessary steps to minimize the risk of spreading terrestrial and aquatic invasive species, and minimize the impact to the human environment during this project. The Grantee's selection of project-appropriate measures is required to take into consideration the type of work being conducted and the specific site situation, including the changes in risk level according to season and weather.

(E) For construction projects, the Grantee agrees to follow the 2010 Americans with Disabilities Act Standards for Accessible Design, or any updated version of these requirements in effect at the time of construction, as described in the Department of Commerce Financial Assistance Standard Terms and Conditions. The Grantee further agrees that any construction project will be properly and efficiently administered, operated, and maintained for the purpose authorized by this Agreement and in accordance with the provisions of the award for its estimated useful life.

(F) The Grantee is responsible for safety in the project, including the safety of project personnel, associates, visitors, and volunteers. In addition, for any Self-Contained Underwater Breathing Apparatus (SCUBA) diving activities in a project, it is the responsibility of the Grantee to ensure that SCUBA divers are certified to a level commensurate with the type and conditions of the diving activity being undertaken. Furthermore, it is the responsibility of the Grantee to ensure that any SCUBA diving activities under this Agreement meet, at a minimum, all applicable federal, state, and local laws and regulations pertaining to the type of SCUBA diving being undertaken.

(G) If the project involves Unoccupied Aircraft Systems (UAS or drone technology), the Grantee is responsible for complying with applicable federal, state, and local laws and have the appropriate permits prior to conducting drone operations.

(H) If the project is a construction project, all related activities shall be located on publicly owned land and open to the general public free of charge. If the property or elements constructed under this

Agreement are leased or sold out of public ownership or are used for purposes other than public use, the Grantee shall reimburse the State for grant funds received for the project.

(I) If the project is a construction project, in accordance with Appendix A of this Agreement, the Grantee shall acquire all federal, state, and local required permits prior to any earth movement can commence on any aspects of the construction project.

(J) If the project is a construction project, a sign provided by the State shall be erected at the project site during construction and permanently installed at the site indicating that the project is being funded under a grant from the Michigan Coastal Management Program and NOAA.

(K) The Grantee shall submit the grant's quarterly progress and financial reporting as specified in Section XVIII, Compensation, in this Agreement, and reimbursements shall be based on costs-incurred and paid within the respective reporting period. The Grantee shall provide the following to the State when submitting quarterly reports:

- A written request submitted by the Grantee Contact to the State by means of an email with a statement of reimbursement request for the respective reporting period.
- Corresponding narrative progress and financial status report as provided by the State.
- PDF copies of supporting documentation that correspond to the reimbursement request and match earned for the respective reporting period.

(L) The Grantee shall submit to the State the final quarterly report no later than 30 days past the end date of this Agreement. The final quarterly report shall include:

- A written request submitted by the Grantee Contact to the State by means of an email with a statement of reimbursement request for the respective reporting period and including statement of final close-out of all tasks, completion and submittal of work products as outlined in Appendix A of this Agreement, and the final reimbursement request.
- Corresponding narrative progress and financial status report as provided by the State.
- PDF copies of supporting documentation that correspond to the final reimbursement request and match earned for the grant close-out.
- The Final Project Narrative, form number EQP9288 (Rev. 08/2023).
- If the project involved construction, submit a set of high-quality color photographs depicting the before and after project construction and include one photograph of the installed project sign at the project site location.

XXVI. Federal Funding Requirements

A maximum of 100 percent (100%) of total disbursements is funded with federal funding. The Catalog of Federal Domestic Assistance (CFDA) title is Coastal Zone Management Administration Awards and the CFDA number is 11.419. The federal grant number is NA25NOSX419C0079, and this grant is funded with federal funds from NOAA. By accepting this Agreement, the Grantee agrees to comply with all applicable federal statutes and regulations in effect with respect to the period during which it receives grant funding. These regulations include, but are not limited to, the following:

(A) Single Audit

Grantees spending \$750,000 or more in federal funds in their fiscal year shall have a single audit performed in compliance with 2 CFR, Section 200.501(a). This audit must be performed and submitted to the Federal Audit Clearinghouse at www.Harvester.Census.gov/FACWeb/ within nine (9) months from the end of the Grantee's fiscal year or 30 days after receiving the report from the auditors. It is the responsibility of the Grantee to report the expenditures related to this Agreement on the Grantee's annual Schedule of Expenditures of Federal Awards.

(B) The Grantee will comply with the Hatch Political Activity Act of 1939, as amended, 5 U.S.C., Sections 1501-1508; and the Intergovernmental Personnel Act of 1970, as amended, 42 U.S.C., Section 4728, Transfer of Functions, which states that employees working in programs financed with federal grants may not be a candidate for elective public office in a partisan election, use official authority or influence to affect the result of an election, or influence a state or local officer to provide financial support for a political purpose.

(C) Historic Preservation

Any project directed toward historic preservation will include timely consultation with the State Historic Preservation Office (SHPO), Michigan Department of History, Arts, and Libraries. Agreements will not be awarded before adequate consultation with this agency. No construction or repair work will be performed prior to obtaining clearance from SHPO concerning possible effects to archeological or historic resources.

For projects not primarily aimed at historic preservation, federal and state agencies, principally the State Historic Preservation Officer, may make recommendations pursuant to federal and state requirements for minimizing possible adverse effects on historic and archaeological resources. In consultation with the State Contact, the Grantee for such a project will consider such recommendations and will take steps to avoid or mitigate possible damage as appropriate and feasible.

(D) Availability to Users

Projects developed for public use with assistance from this Agreement shall be open to entry and use by all persons, regardless of race, color, religion, sex, or national origin, who are otherwise eligible. Discrimination on the basis of residence, including preferential reservation or membership systems, is prohibited, except to the extent that differences in admission or other fees may be maintained on the basis of residence where local contributions to the project make such differences reasonable.

(E) Obligation of Grant Funds

Grant funds may not, without advance written approval of the State Contact, be obligated prior to the start date or subsequent to the end date of this Agreement. Obligations outstanding as of the end date shall be liquidated within 45 days. Such obligations must be related to goods or services provided and utilized within the Agreement period, except that reasonable costs associated with the Agreement closeout, e.g., final reports, may be incurred within a short time after the end date.

(F) Bonds

Contractors/subcontractors performing construction work costing \$1,000 (one thousand dollars) or more shall furnish, in acceptable form, surety bonds in the amount of 100 percent (100%) of their respective contract sums under this Agreement. These bonds will be security for faithful performance of this Agreement or sub agreements thereunder, and for payment of all persons performing labor

and furnishing material in connection with this Agreement or any subagreements thereunder. The agency receiving a subgrant under this Agreement will secure evidence (e.g., a letter of certification from a reputable bonding company) that its construction contractors/subcontractors have obtained such bonds that will remain in effect for the duration of the project or will otherwise arrange for an equally effective performance bond. The State will not pay any charge for such bonds additional to the face value of this Agreement or any subagreements.

(G) Guarantee

The public/nonprofit agency responsible for this project shall require each construction contractor/subcontractor to furnish a written guarantee to remedy any defects due to faulty materials or workmanship which appear in the work within one year from the date of final acceptance by the public/nonpublic agency responsible. Construction contractors and subcontractors shall provide such guarantees.

(H) Inspection

Construction contractors and subcontractors shall at all times permit and facilitate inspection of the work by appropriate representatives of the public/nonprofit agency responsible for the project and the State. Agencies responsible for projects shall include this requirement in all construction contracts and subcontracts.

(I) Operation and Maintenance

The subgrantee assures that property developed with assistance from this Agreement will be kept reasonably safe, clean, and sanitary. Structures and improvements (trails, boardwalks, etc.) shall be kept in reasonable repair throughout their estimated lifetime.

(J) Unemployment Claims

The Grantee is liable for any valid unemployment compensation claims. No unemployment compensation claims will be paid from this Agreement. This provision does not prohibit standard allocations to unemployment compensation funds as part of the approved indirect cost/fringe benefit arrangements.

(K) Flood Insurance Requirements

Funds from this Agreement will not be used to assist the construction or acquisition in identified flood hazard areas for which the appropriate governmental unit has failed to comply with flood insurance purchase requirements under Section 102(2) of the Flood Disaster Protection Act of 1973 (P.L. 93-234), approved December 31, 1976.

(L) Required Use of American Iron, Steel, Manufactured Products, and Construction Materials

If applicable and pursuant to the Infrastructure Investment and Jobs Act (IIJA), P.L. 117-58, which includes the Build America, Buy America Act, P. L. 117-58, Sections 70901-52 and OMB M-22-11, recipients of an award of federal financial assistance from the United States Department of Commerce (USDOC) are hereby notified that none of the funds provided under this Agreement may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States, which means all manufacturing processes from the initial melting stage through the application of coatings occurred in the United States; (2) all manufactured products used in the project are produced in the United States, which means the manufactured product was manufactured in the United States and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent (55%) of the total cost of all components of the manufactured product, unless another standard for determining the minimum

amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States, which means that all manufacturing processes for the construction material occurred in the United States.

The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project. Waivers: When necessary, recipients may apply for and the USDOC may grant a waiver from these requirements. The USDOC will notify the recipient for information on the process for requesting a waiver from these requirements. When the USDOC has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the USDOC determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent (25%). A request to waive the application of Page 4 of 8 the domestic content procurement preference must be in writing. The USDOC will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at [WhiteHouse.gov/OMB/Management/Made-in-America](https://www.whitehouse.gov/omb/management/made-in-america). Definitions: “Construction materials” includes an article, material, or supply, other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives that is or consists primarily of nonferrous metals; plastic and polymer-based products (including polyvinyl chloride, composite building materials, and polymers used in fiber optic cables); glass (including optic glass); lumber; or drywall. “Domestic content procurement preference” means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States. “Infrastructure” includes, at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure includes facilities that generate, transport, and distribute energy. “Project” means the construction, alteration, maintenance, or repair of infrastructure in the United States. -- 1 Excludes cement and cementitious materials, aggregates such as stone, sand, or gravel, or aggregate binding agents or additives [2 IIJA, Section 70917(c)(1)].

(M) Implementation of Domestic Sourcing (Buy American) Requirements

Prior to initiation of any construction that may arise in this award, the recipient is required to inform the NOAA Grants Officer and the Federal Program Officer whether it is using iron, steel,

manufactured products, or construction materials as described in the Specific Award Condition in this award on "Required Use of American Iron, Steel, Manufactured Products, and Construction Materials" (Buy American). In addition, the recipient is required to inform the NOAA Grants Officer and the Federal Program Officer whether those materials are produced or manufactured in the United States, or alternatively, it is requesting one or more waivers, as described in the Buy American condition. The recipient is required to coordinate with NOAA regarding its compliance with this term."

(N) Executive Order 14173: Ending Illegal Discrimination and Restoring Merit-based Opportunity. This award term implements Executive Order 14173, 90 FR 8633 (Jan.21, 2025), Ending Illegal Discrimination and Restoring Merit-based Opportunity. By accepting this USDOC financial assistance award, the recipient: (1) agrees that compliance in all respects with all applicable federal and antidiscrimination laws is material to the government payment decisions for purposes of Section 3729(b)(4) of 31U.S.C.; and (2) certifies to the State that it does not operate any programs promoting diversity, equity, and inclusion that violate any applicable federal antidiscrimination laws.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.

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This form and its contents are subject to the Freedom of Information Act and may be released to the public.

Appendix A: Project-Specific Requirements

Project Description:

The City of Saugatuck is experiencing challenges related to public safety, environmental preservation, and accessibility in the Park Street and Mount Baldhead area. The area is a popular coastal destination during the peak summer months. However, conflicts frequently arise between pedestrians and vehicle traffic on Park Street due to the lack of sidewalks and the road's narrow, winding layout which includes several locations with poor sight distance. The area is also exposed to the impacts of coastal flooding hazards such as stormwater runoff, flooding, and erosion.

To address those challenges, the City of Saugatuck will develop conceptual plans to make roadway improvements, including the additional of non-motorized facilities path to improve public safety and promote access to Oval Beach, Mount Baldhead, and other unique coastal destinations while also protecting Critical Dune Areas. The project area includes Park Street corridor from Campbell Road to Mount Baldhead Park. The project will include an investigation into feasible methods to improve the stormwater system along Park Street to prevent further erosion of the natural landscape outside of the roadway. The project will also identify improvements that can be made to protect the natural dunes and vegetation within the coastal area. A detailed survey will be completed within the project area to identify topographic features, utilities, and rights of way utilizing on the ground survey methods. The project team will solicit input from stakeholders and the public to get a clear understanding of the priorities for the project. The project team will use the survey data and outreach input to develop conceptual plans for the road corridor. The conceptual plans will be presented to working groups from the City Council and Public Works, then refined based on input from the meetings. The updated concepts will be shared with the public through a series of design workshops. The workshops are intended to gather feedback for further revisions of the conceptual plans in an effort to meet the needs of all users.

The final project outcome will be conceptual plans for roadway improvements with accompanying cost estimates.

Project Map:



Project Outdoor Activities:

The project outdoor activities will include the collection of survey data for the preparation of base mapping. The city's contractors, Fleis and VandenBrink, will conduct survey activities within the Park Street right of way and within ten feet on either side of the right of way limits. Industry Standard survey equipment will be used to take measurements within the project area. These include a robotic total station and a Global Positioning System (GPS) receiver. The engineering team and project partners are expected to visit the site multiple times throughout the planning process to better familiarize themselves with the unique challenges and environmental considerations of the project site. The site will be accessed via public roadways, and no vehicles will leave the paved road surface. There is no critical habitat for endangered or threatened species within the project area.

Fleis and VandenBrink will make all survey measurements in a sensitive manner that does not disturb the environment in any way. All measurements and equipment will be set up on the soil surface and will not cause earth disturbance. A "leave no trace" approach will be used while working. All staff will check their clothing and equipment for any contact with invasive vegetation and seeds before leaving the project area and use decontamination methods if necessary.

Project Tasks and Schedule:

Tasks	Q1 Jan- Mar 2026	Q2 Apr- Jun 2026	Q3 Jul- Sept 2026	Q4 Oct- Dec 2026	Q5 Jan- Mar 2027	Work Products/ Performance Metrics
1. Create Project Team and conduct quarterly meetings to monitor progress.	X	X	X	X	X	
2. Complete site inventories and survey work.	X	X	X			
3. Request EGLE pre-application meeting.		X				
4.. Finalize Design Plan in accordance with regulatory criteria. Submit to State Contact.		X	X			Design Plan.
5. Conduct Design Workshops with the community.			X	X		
6. Finalize conceptual plans and cost estimates for the project.				X	X	
7. Submit Quarterly Reports to State Contact within 30 days from end of quarter.	X	X	X	X	X	

Detailed Budget Narrative:

Contractual: \$40,000 to Fleis and VandenBrink Engineering for professional services.

Project Budget:

See attached Project Budget Form

		MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY			
		WATER RESOURCES DIVISION			
		COASTAL MANAGEMENT PROGRAM			
		PROJECT BUDGET			
Organization Name:		City of Saugatuck			
Project Name:		Access Improvements and Coastal Stabilization at Park St. and Mt. Baldhead Park			
Project Number:		2026-306-017			
Staffing					
Name and Title of Staff	Hours	Rate	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Staffing Subtotal			\$ -	\$ -	\$ -
Fringe Benefits					
Fringe		Rate	Grant Amount	Local Match Amount	Total
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
		0%	\$ -	\$ -	\$ -
Fringe Benefits Subtotal			\$ -	\$ -	\$ -
Staffing and Fringe Benefits Subtotal			\$ -	\$ -	\$ -
Contractual Services					
Name of Contractor	Hours or Units	Rate or Total	Grant Amount	Local Match Amount	Total
Fleis and VandenBrink Engineering	1.00	\$ 40,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Contractual Services Subtotal			\$ 20,000.00	\$ 20,000.00	\$ 40,000.00
Supplies and Materials					
Itemized Supplies and Materials	Quantity	Cost	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Supplies and Materials Subtotal			\$ -	\$ -	\$ -

Equipment (Any Item Over \$5,000)					
Itemized Equipment	Quantity	Cost	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Equipment Subtotal			\$ -	\$ -	\$ -
Travel					
Mileage	Miles	Rate	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
Lodging	Nights	Rate	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
Meals	Quantity	Rate	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
Other Travel (Tolls, Parking, Etc.)	Quantity	Rate	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Travel Subtotal			\$ -	\$ -	\$ -
Other					
Description	Quantity	Cost	Grant Amount	Local Match Amount	Total
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
Other Subtotal			\$ -	\$ -	\$ -
Project Subtotal					
			Grant Amount	Local Match Amount	Total
Project Subtotal			\$ 20,000.00	\$ 20,000.00	\$ 40,000.00
Indirect					
Indirect Approach	No Indirect Expenses Requested				
Rate	0.00%				
Indirect Subtotal			\$ -	\$ -	\$ -
What expense categories are included in the indirect calculation (e.g. salary and fringe, travel)?					
Grant and Match Budget					
Grant and Match Total			\$ 20,000.00	\$ 20,000.00	\$ 40,000.00
Project Percentage Split			50%	50%	
Sources of Match					
Organization			Dollar Value Committed		
In Kind			Cash	Total	
City of Saugatuck			\$ -	\$ 20,000.00	\$ 20,000.00
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Subtotal			\$ -	\$ 20,000.00	
Total Match Must Equal Local Match Amount in Budget Sheet Above				\$ 20,000.00	

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