



-Memorandum-

**Finance Department**

P. O. Box 591, Seguin, Texas 78156-0591  
Phone (830) 401-2450 Fax (830) 401-2499

**Date:** January 4, 2023  
**To:** Seguin City Council  
Steve Parker, City Manager  
**From:** Kathy I. Wood, Grants Administrator  
**Subject:** Approval to Submit Grant Application over \$50,000

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The Office of the Governor, Public Safety Office has opened a grant opportunity entitled, Criminal Justice Grant Program, FY2024.

The Police Department will be submitting a grant application for this funding opportunity that closes on February 9, 2023. The Police Department would like to purchase various equipment that will enhance the safety of law enforcement officers. The grant application will not exceed \$75,000.

The grant application requires an approved resolution from the City Council that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Staff requests approval of the resolution to submit with the grant application.