

## GRANT MONITORING AND CLOSEOUT

The Neighborhood Council will act as a monitoring body for the PIN projects throughout the year by asking for periodic updates on the progress by the responsible neighborhood association. The Neighborhood Council may wish to visit the project site (if applicable).

To confirm that all PIN funding will be expended within the funding year, neighborhoods must present written verification of intentions to expend all funds by January 31, 2023. At that time, if it is apparent that all funds will not be expended during the funding year, the Neighborhood Council *may* choose to reallocate funds to unfunded PIN grant requests based on original ranking. If a neighborhood association chooses not to utilize the funds, the next ranked grant applications will be offered the opportunity until all funds are committed.

Substantial changes or amendments that are necessary during the grant implementation period must receive the approval of the Neighborhood Council and relayed to the City Council if appropriate. The City staff review committee may also be asked for their input. Neighborhood Associations should allow for the time necessary for the Neighborhood Council to review any amendments.