

Overview of Grant Administrator Role

At the direction of Council, the City hired a LT Grant Administrator in 2023. While the City has historically had a strong track record of success in pursuing grant opportunities, given the significant amount of new Federal money available, Council wanted to ensure that the City was staffed to seek that critical funding.

In the first 7 months as the LT Grant Administrator, she has focused on learning the City's goals and priorities while building sustainable systems for future grant administration and management. Prior to her hiring, there was no centralized grant tracking mechanism. This often meant the finer details of submissions and award details and dates were not uniformly tracked, with each department developing individualized systems for grant management. Additionally, there was little City-wide grant coordination, with departments often tackling individual grant opportunities on an ad hoc basis.

By adding a LT Grant Administrator, the City has established a more consistent, systematic approach to the pursuit of grant funding. She has established a City Grants Team, which meets quarterly to discuss upcoming opportunities and celebrate successes. These quarterly meetings keep department leads aware of projects across the City, encourage collaboration where there is overlap, and work toward eliminating silos across departments. As a result, the City is more nimble in its ability to prospect and apply for opportunities.

However, it is important to note that the presence of the Grant Administrator role does not, by itself, determine whether the City has the bandwidth to pursue a specific grant, nor does it ensure a successful outcome. The LT Grant Administrator and the Grant Team work together to strategically prioritize requests in alignment with City goals—and balance any new initiatives with existing workload, for support staff, supervisors, and directors alike, and budgetary constraints. This ensures that the City is maximizing the use of City funds needed for match contribution requirements while ensuring a project can be successful with current staff capacity. Long term success in attracting grant funding requires that the City instills confidence in its ability follow through on its commitments—executing tasks and achieving deliverables in a timely fashion.

Shoreline Grants By The Numbers:

Here is a summary of work, along with a year over year comparison of grant awards in 2022 versus 2023. Please note that many opportunities are biennial, meaning those available in 2022 were not available in 2023 and vice versa. Not all of the 2023 grant proposals were produced with the assistance of the Grant Administrator—most notably the large federal and state awards for projects related to the 145th St. corridor.

Deliverables. In 2023, the Grant Administrator supported the submission of 9 requests totaling \$4.4 million for urban forestry and expansion of the Green Shoreline Partnership, Park Bathroom Restorations, IT infrastructure, public works, and transportation and sidewalk projects. To date, her work has helped to secure approximately \$1.4M: \$1M for urban forestry, \$330k for the 8th Ave NW sidewalk project, \$50,000 for Middle Housing, and \$34K for IT infrastructure projects. Without this bandwidth provided by this position, the City would likely not have had the capacity to apply for all of these grants.

In 2022, the City of Shoreline secured \$14,029,735 in grant funding. Notable among these awards is \$5,440,000 USDOT Federal Highway Administration funds through the Puget Sound Regional Council for the 148th Street non-motorized bridge, \$5,284,921 from the King County Conservation Futures Tax Program, and \$625,000 for Meridian Avenue Bicycle lanes from WSDOT.

In 2023, the City of Shoreline submitted 24 grants totaling \$45,240,335. The City received \$37,124,682 in grant funding, including notifications of funding and executed awards. Notable among these awards is the \$20,000,000 Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant, a \$10,000,000 legislative allocation through WSDOT from through the Move Ahead Washington– Tier Pedestrian & Bicycle program for the 148th bridge, \$2,771,000 in Conservation Futures Tax funding for new property acquisition, and \$1 million for expanding the City’s Urban Forestry activities.