

# DAUPHIN COUNTY INTERGOVERNMENTAL COOPERATION GRANT PROGRAM

## **SCOPE:**

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The Dauphin County Board of Commissioners has appropriated \$50,000 to establish a grant program designed to provide matching funds to two or more Dauphin County governmental units which develop a program, project or service that results in increased efficiency, cost savings or aids in developing new and creative ways to deliver government services.

The time has come for all levels of government to find better ways of delivering services and administering programs with less cost to the taxpayer. Frequently, good ideas are not implemented due to lack of start-up funds or coordination. The Dauphin County Intergovernmental Cooperation Grant Program is designed to provide the tools to start new cooperative efforts to improve the delivery of services and streamline how government does business.

Grants shall be made to fund up to 50% of the total project cost of eligible projects. Dauphin County Commissioners will approve the grant awards only after each application has been reviewed in its entirety.

Applications may be made at any time during the calendar year. Approval of grant amounts is contingent upon availability of funds. The Dauphin County Department of Community & Economic Development shall be the designated agency to accept applications and to provide information about the grant program.

## **PROJECT TYPES:**

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- Joint planning agreements
- Joint operating agreements
- Sharing of Personnel
- Joint equipment purchases (excluding vehicles & capital improvements)

### **PROJECT EXAMPLES:** Combined police records administration

Shared data processing operations

Municipal insurance operations

Shared public works operations

Regional recreation activities

Shared code enforcement operations

Development of inter-municipal zoning ordinances

Start-up operations for COGs or other like organizations

## **ELIGIBLE GOVERNMENT UNITS**

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Any combination of the following governmental organizations located within Dauphin County is eligible for grant funding:

- Townships
- Boroughs
- City of Harrisburg
- Dauphin County
- School Districts

# EVALUATION CRITERIA

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The county will consider the following when evaluating grant applications:

The extent to which the proposed program:

- appears to be well planned and ready for implementation.
- addresses a real need for the area to be served.
- shows that the municipalities will be working together rather than independently.
- is innovative in the area of intergovernmental cooperation.
- can be used as an example for others to draw upon in the future.
- enable the municipalities to reduce expenditure and/or increase revenues.
- contribute to the financial efficiency of local government.

Also to be evaluated will be:

- The cash source of the local funds (e.g. general fund versus other local dollars)
- Any alternative means or sources of cash funding
- Whether the amount committed is sufficient to undertake the project

In addition, the County will look favorably upon obtaining proposals from smaller governmental units which may not have the cash resources to undertake a project by itself, but through achieving economies of scale through partnering with other communities, will be able to provide a service which otherwise would not be financially feasible.

Only new projects, programs or services will be funded rather than seeking grants to supplement existing ones. Any single governmental unit may only apply once in a calendar year under this program, no matter how future groupings of units may be structured, if the County continues this grant program into subsequent rounds.

# LEVELS OF FUNDING

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The County will provide up to 50% in matching project funds to a maximum of \$12,500 in match for each project. If larger projects are deemed worthy of funding, the County will assist in applying for additional matching funds, to the extent eligible, to the Center For Local Government Services in the PA Department of Community and Economic Development under its Shared Municipal Services Program, or to alternative funding sources. Sources of local funding shall be **cash** only. In-kind services shall not be eligible.

# PROPOSAL REQUIREMENTS

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Applicants must provide the following:

- An original and 1 copy of a completed and executed application is to be mailed to:  
**Dauphin County Department of Community & Economic Development**  
**112 Market Street, 7<sup>th</sup> Floor**  
**Harrisburg, PA 17101**
- Project budget
- Descriptive narrative
- Project timetable
- Executed Resolution from each participating governmental unit

*\* Bidding requirements for all participating governmental units shall apply. All program expenditures will be subject to audit by the County Controller's Office.*

For more information please contact:

Dauphin County Department of Community & Economic Development

(717) 780-6250 **phone**

(717) 257-1513 **fax**

**Attachment A**  
(Example Resolution)

(Name of Municipality)

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**Resolution Number ###**

WHEREAS THE (*List of participating Municipalities*) will be operating an intermunicipality cooperative project to (*Nature of Project*),

AND WHEREAS THE (*Municipality*) wishes to participate in said intermunicipality cooperative project.

AND WHEREAS THE Dauphin County Board of Commissioners and the Officer of the Department of Community and Economic Development makes available grants-in-aid to such projects through the Intergovernmental Cooperation Grant Program,

NOW THEREFORE, BE IT RESOLVED that the (*Governing Body*) of the (*Municipality*) hereby authorizes the (*Name of Lead Municipality*) to make application for such a grant on our behalf.

AND BE IT FURTHER RESOLVED that the (*Governing Body*) of the (*Municipality*) hereby allocates municipal resources in the amount of (*Amount of Local Share*) to said project.

Adopted this

\_\_\_\_\_

Date

\_\_\_\_\_

Governing Body

Attest

\_\_\_\_\_

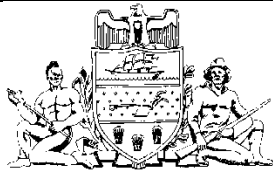
Date

\_\_\_\_\_

Municipality

\_\_\_\_\_

Signed-President/Chairman



Dauphin County, Pennsylvania

## APPLICATION FOR INTERGOVERNMENTAL COOPERATION GRANT PROGRAM

### SUPPORTING DOCUMENTS CHECKLIST

- Narrative Description
- Municipal Resolutions
- By-laws or Agreements
- Records

#### 1. PARTICIPATING MUNICIPALITIES

2. Contact Person

Phone

Fax

3. Address

City

State

Zip

#### 4. OBJECTIVE OF PROJECT

*Attach additional 8.5" X 11" sheets as necessary*

#### 5. SPECIFIC PURPOSE OF PROJECT FOR WHICH GRANT FUNDS WILL BE EXPENDED

*Attach additional 8.5" X 11" sheets as necessary*

### OUTLINE OF FINANCING

6. PROJECTED INCOME SOURCES (Including Grant)

EXPENDITURES

*Please make all grant requests in even hundred dollar amounts*

*Please make all grant requests in even hundred dollar amounts*

#### 7. ESTIMATED COST SAVINGS

#### 8. EXECUTION

*On the basis of the foregoing information, and accompanying documents, this application is hereby submitted for consideration.*

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_

