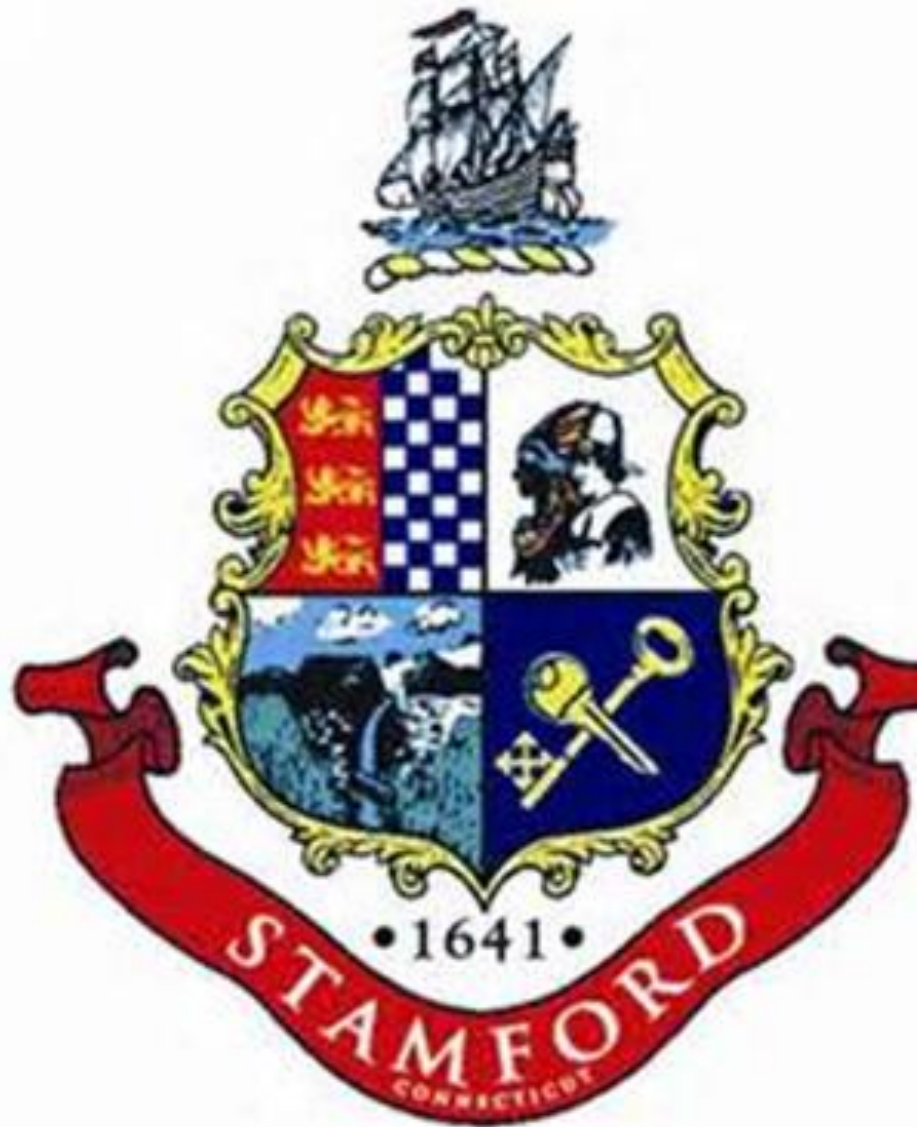


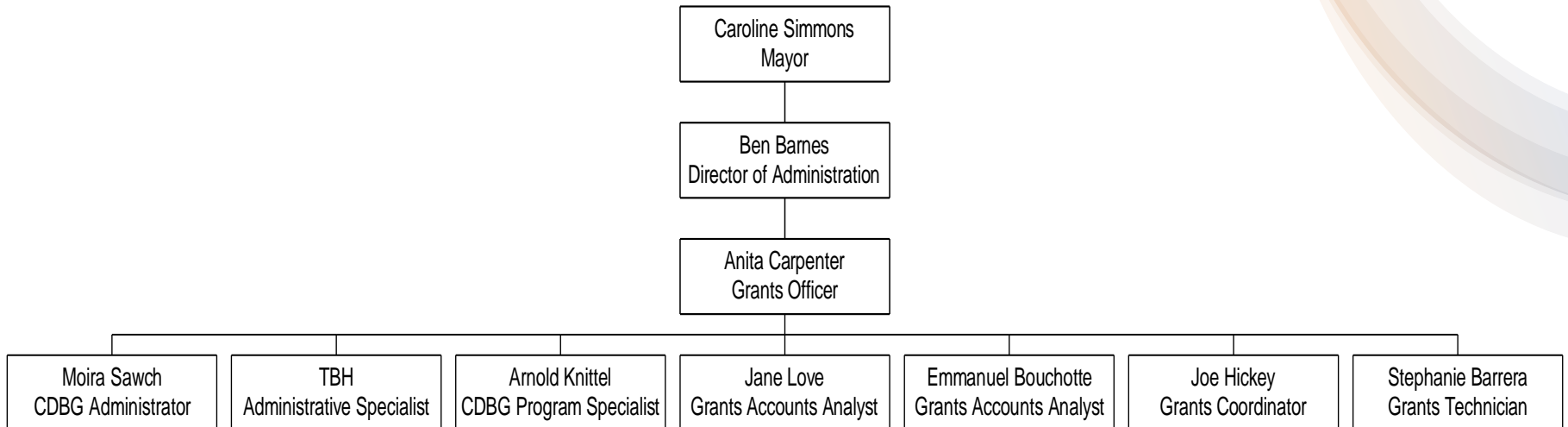
CITY OF STAMFORD
DEPARTMENT of
ADMINISTRATION

CITY GRANTS OFFICE

Director Ben Barnes

Grants Officer – Anita
Carpenter





Grants Office

*Proposed FY26 to move the School Construction Project Accountant position from Finance to Grants

*Proposed FY26 to add a Grants Account Analyst position

Budget Summary (FY 2025-26)

*No changes in the operational expenses

*Request to reclassify current grant staff positions to UAW 14 with increases to salary levels to align with new responsibilities and increased work load.

*Move of the School Construction Project Accountant to the Grants Office from Finance

*Expand the Grants Office to add an additional Grants Accounts Analyst position.

New Responsibilities:

- Creating Projects and Awards in Oracle
- Setting up Budgets and making Budget Modifications in Oracle
- Neighborhood Assistance Act Project budget and modification approvals
- Ensuring compliance with the updated federal regulations
- Will be responsible for creating invoices in the receivables module in PPM for Oracle.
- Audit tasks – assisting with requests related to state non-grant funded activities.

New or Expanded Services/Programs (FY 2025-26)

*All grant funded activities (Funds 2800, 2810, and 3000) now flow through the grants office. In addition to that overall impact on the grants office, the total number of grants has increased by approximately 30% since FY22.

Breaking down the grants oversight caseload with this impact:

Staff workload: future	Current	FY25 and future
Grants Coordinator	18	35
Grants Accounts Analyst	25	45
Grants Account Analyst	30*	45*
Grants Technician	15	35
Grants Officer	54*	70*
CDBG Personnel Workload:	Current	FY25
CDBG Program Administrator	20	30
CDBG Program Specialist	45	50

Key Challenges & Changes (FY 2025-26)

- **Monitoring subaward recipients for compliance**
- **Managing FFATA data entry for federal compliance**
- **Review and approval of all requisitions tied to grants funds**
- **Review and approval of all invoices tied to grant funded projects**
- **Compliance reporting**
- **Budget modifications, extension requests, project time management tracking**
- **Project closeouts, monitoring by the funder**
- **Audit preparation**
- **Changing federal funding environment**

Performance Improvements & Efficiencies:

- **Managing complex projects (more capital projects mean more complex projects to manage)**
- **Monitoring subaward recipients**
- **Environmental compliance for capital, CDBG, and HOME funded projects**
- **Compliance changes for School Construction applications**
- **Monitoring federal funding related to the Compliance**
- **Audit Preparation**

D'Naysha Brown,
M.Ed
Early Childhood
Coordinator

Early Childhood

Early Childhood Current Structure

- The School Readiness Grant allows Stamford to fund preschool for 536 children through approved applicants Children's Learning Centers (CLC) and Stamford Public Schools (SPS).
- Preschool for 227 children is funded through CLC.
- Early Childhood Coordinator serves over 700 children and families in state funded preschools. Duties include:
 - Completing Quarterly Monitoring visits to each state funded program to ensure School Readiness and Child Day Care requirements are met
 - Completing invoices to send to the Office of Early Childhood
 - Ensuring teaching staff and program providers have access to professional development resources and support

Early Childhood Program Changes FY 2025-2026

- The Office of Early Childhood will be merging School Readiness, Child Day Care and Local Head start/Early Head start into one program = Early Start CT.
- The City will be getting Administration funds to support the Early Childhood Coordinator position
 - Newly released RFP will allow all eligible early childhood programs to apply for state funding – could expand number of programs requiring monitoring
 - Track and serve low-income children and families
 - Host monthly technical assistance/professional development sessions to support family childcare and centers
 - Collaborate with All Our Kin, APPLES, Cradle to Career & Cooperative Educational Services to ensure the children and families of Stamford receive top-tier Early Childhood service.

Thank You!