

**DEPARTMENT:** Administration/Economic Dev. Office **BY:**  
**PHONE:** 966-3222

Res # 09-383

**RECOMMENDED ACTION AND JUSTIFICATION:**

It is recommended that the Board of Supervisors approve a Memorandum of Understanding (MOU) to establish a public/private partnership between the Economic Development Corporation (EDC) and County of Mariposa to enter into a grant subscription service (Attachment 1); and authorize the award of a **Contract For Services** in the amount of \$8,500 to eCivis for a grant subscription service to assist county staff with research and development of grant applications (Attachment 2).

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

On December 9, 2008, the County Board of Supervisor approved a Memorandum of Understanding (MOU) between the Economic Development Corporation of Mariposa County (EDC) and the County of Mariposa establishing a public/private partnership to engage in initiatives fostering business growth in Mariposa County.

As an extension of the partnership, the EDC is proposing to provide \$8,500 to Mariposa County to cover an annual subscription upon entering into a contract with eCivis, Inc. a Delaware corporation ("eCivis"), to provide county staff with necessary tools to conduct research and develop grant applications.

While it is difficult to ascertain the volume of grants and subsidies the County has lost, it is clear that other governmental jurisdictions have outperformed Mariposa County *due to their knowledge of available grant funding sources and assistance provided by eCivis*. Given the downturn of local, national and global economy, it is imperative that Mariposa County be in position to better leverage its capacity seeking grant funding to execute projects and performance. Moreover, it is anticipated that the collaborative efforts of eCivis will improve productivity of county staff relative to grant research and writing, resulting in successful grant awards.

Proposal:

Pursuant to the service agreement between the County of Mariposa and eCivis, the term of the agreement is from 8/15/09 to 8/14/2010 for a sum of \$8,500. This provides up to four users (County staff) and includes free online training for how to use the eCivis system. The EDC would expect that the Business Development Coordinator be one of the fours users (enabling grants with either the County or the EDC as the applicant) with the remaining three users designated at the discretion of County to fulfill specific needs and/or optimize use of service. The County will ensure that all four users complete the online training course, and may optionally choose to have the Business Development Coordinator attend an onsite training course at its expense.

The EDC will pay the full annual subscription fee of \$8,500, which would allow the use of the eCivis service to be financially risk-free to the County. If the County receives \$100,000 or more in grants based on use of the eCivis service, then the EDC would expect to be reimbursed in full and the County would begin paying the annual subscription fee directly to eCivis.

The EDC would expect a quarterly report from the County on its use of the service. This report need not be elaborate, but should include at a minimum a listing of all grant requests that were submitted or considered, along with a brief explanation why no application was submitted for the latter. Further, the report should include which grant applications were successful. Should any quarterly report reveal that the County is not adequately utilizing the services; the EDC will be permitted to designate different users.

An assessment will be conducted by the County Administrator Officer and a representative of the EDC at the end of the subscription period to determine the success of using the service. The service will be considered successful if the County has been awarded \$100,000 or more in grants as a result of using the eCivis Grants Network Platform. The EDC understands this assessment will be subjective. Some cases are expected to be rather obvious; that is, the County would not have received an award without

the use of the eCivis Grants Network Program. These will count in full toward the target amount. Other grant applications have benefited from use of the service to a greater or lesser extent. These will count on fractional basis according to the user's judgment. Any grants that the EDC receives as the sole applicant would not be counted toward the targeted amount.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Financial Impact? ( ) Yes (x) No    Current FY Cost: \$ \_\_\_\_\_    Annual Recurring Cost: \$ \_\_\_\_\_  
 Budgeted In Current FY? ( ) Yes (x) No ( ) Partially Funded  
 Amount in Budget: \$ \_\_\_\_\_    Attachment 1, MOU, pages 1 - 2  
 Additional Funding Needed: \$ \_\_\_\_\_    Attachment 2, Contract for Services, pages 3 - 14  
 Source:  
 Internal Transfer \_\_\_\_\_  
 Unanticipated Revenue \_\_\_\_\_ 4/5's vote  
 Transfer Between Funds \_\_\_\_\_ 4/5's vote  
 Contingency \_\_\_\_\_ 4/5's vote  
 ( ) General ( ) Other

**CLERK'S USE ONLY:**

Res. No.: 01-383    Ord. No. \_\_\_\_\_  
 Vote - Ayes: 5    Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Approved  
 Minute Order Attached ( ) No Action Necessary

**COUNTY ADMINISTRATIVE OFFICER:**

Requested Action Recommended  
 No Opinion  
 Comments:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_  
 Attest: MARGIE WILLIAMS, Clerk of the Board  
           County of Mariposa, State of California  
 By: \_\_\_\_\_  
       Deputy

CAO: MOB  
 ml:eCivis/eCivis, Inc. Agenda Transmittal Final 1



# COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

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JANET BIBBY, VICE CHAIR  
LYLE TURPIN  
KEVIN CANN  
JIM ALLEN

DISTRICT I  
DISTRICT III  
DISTRICT II  
DISTRICT IV  
DISTRICT V



## MARIPOSA COUNTY BOARD OF SUPERVISORS

### MINUTE ORDER

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TO: RICHARD J. BENSON, CAO

FROM: MARGIE WILLIAMS, Clerk of the Board *MW*

SUBJECT: Approve a Memorandum of Understanding (MOU) to Establish a Public/Private Partnership Between the Economic Development Corporation (EDC) and County of Mariposa to Enter into a Grant Subscription Service and Approve an Agreement with eCivis for a Grant Subscription Service to Assist County Staff with Research and Development of Grant Applications and Authorize the Board of Supervisors Chair to Sign the MOU and the Agreement

RESOLUTION 09-383

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on July 28, 2009

#### ACTION AND VOTE:

Approve a Memorandum of Understanding (MOU) to Establish a Public/Private Partnership Between the Economic Development Corporation (EDC) and County of Mariposa to Enter into a Grant Subscription Service and Approve an Agreement with eCivis for a Grant Subscription Service to Assist County Staff with Research and Development of Grant Applications and Authorize the Board of Supervisors Chair to Sign the MOU and the Agreement (County Administrative Officer/Personnel/Risk Manager)

**BOARD ACTION:** Discussion was held with Rick Benson and Marilyn Lidyoff/Business Development Coordinator, relative to the request. Supervisor Bibby asked for clarification of the term of the Agreement, and it was clarified that it should commence on August 14, 2009 versus July 28, 2009. County Counsel clarified the issue of being able to offer information to non-profit and community-based entities.

Input from the public was provided by the following:

Ruth Catalan asked for clarification of the services that are provided by eCivis; and she suggested using it at the Library and perhaps by the schools. She feels it is a good idea.

Dick Hutchinson asked that research be done to see if something is available for the Parking District.

(M)Turpin, (S)Cann, Res. 09-383 was adopted approving the requested actions, with direction to correct the date on the agreement/Ayes: Unanimous.

Cc: Marilyn Lidyoff, Economic Development Coordinator  
Mary Hodson, Deputy CAO  
Chris Ebie, Auditor  
File