


## COUNCIL COMMUNICATION

	Number:	<b>22-160</b>	Meeting:	<b>April 4, 2022</b>
	Agenda Item:	<b>28</b>	Roll Call:	[ _____ ]
	Submitted by:	<b>Nickolas Schaul, Finance Director</b>		

### AGENDA HEADING:

Approving the City of Des Moines' Agreement with the National League of Cities Institute (NLCI) - City Inclusive Entrepreneurship Program for \$15,000 in grant funding.

### SYNOPSIS:

The NLCI, an organization comprised of city, town and village leaders that are focused on improving the quality of life for their current and future constituents, has selected the City of Des Moines to participate in its 2021-22 City Innovation Entrepreneurship (CIE) Program. The CIE program provides cities with resources and support they need to put in place more inclusive practices that help entrepreneurs of color achieve greater economic mobility. Since the City of Des Moines has been an active participant in the program, it is now eligible to receive \$15,000 in grant funding, with no match required, to support implementation of inclusive practices.

The Finance Department recommends the acceptance of the Memorandum of Agreement (MOA) including the acceptance of the \$15,000 grant to support implementation of its commitment to improving access to public procurement opportunities.

### FISCAL IMPACT:

Amount: \$15,000 revenue to be received from NLCI. No match required.

Funding Source: N/A

### ADDITIONAL INFORMATION:

- In November 2021, The City of Des Moines was selected to participate in the NLCI – CIE Program. The program lasts 10-months and includes four (4) quarterly cohort calls, four (4) one-on-one meetings with program experts and four (4) quarterly status surveys. As part of this program, the City is committed to diagnosing barriers in the procurement process and expanding outreach to reach more local, small, and diverse businesses.

- The Procurement Division, in partnership with the City Manager’s Office, will be conducting vendor outreach beginning April 2022 – November 2022. The purpose of these outreach activities includes: 1) to connect with new vendors the City has not yet interacted with before, specifically targeting women and minority-owned businesses; 2) to proactively communicate with vendors about the transition from paper-based procurement processes to a new e-procurement platform; and 3) to learn what barriers exist in the procurement process that the City may be able to eliminate.
  
- The intent of the grant is to support outreach activities. The suggested uses include but are not limited to:
  - Public education materials directly sent to vendors
  - Public education materials advertised in local resources
  - Focus group conversations with potential or current vendors
  - Training for staff to increase outreach and vendor engagement skills
  
- The \$15,000 grant fund does not require a local match; however, it must be spent by August 31, 2022. Any unspent funds will be returned to NLCI.

**PREVIOUS COUNCIL ACTION(S): NONE**

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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