TO: Council of Mayors Executive Committee

FROM: Planning Liaisons

DATE: October 2020

RE: FY 2022 Planning Liaison Program Unified Work Program (UWP) funding request

At the October 14, 2020 meeting of the CMAP UWP Committee, the Committee decided to not to pursue a competitive program for FY 2022 and set the schedule for development of the FY 2022 UWP. According to that schedule, a call for UWP Core Proposals will be issued on November 2, 2020, with proposals due on December 9, 2020. The Council of Mayors Planning Liaison Program is a core planning activity funded through the UWP. In order to meet the UWP development schedule, Council of Mayors Executive Committee approval of the FY 2022 Planning Liaison Scope of Services and funding proposal is requested.

In previous years, the allocation of Planning Liaison Program funds for individual councils used flat and population-based distributions. Recognizing that over time, this type of distribution does not account for the actual costs to individual councils for fulfilling the scope of services, for FY 2022, the planning liaisons are proposing shifting to an expense-based budgeting method for determining individual council allocations. Additionally, since before 2007 the Planning Liaison Program has included both 80/20 contracts for primary planning liaison staff and expenses and 50/50 contracts for supplemental staff and expenses. With the proposed shift in budgeting methods and individual council allocations, the planning liaisons are also proposing elimination of the 50/50 contracts.

Based on preliminary expense-based budgets proposed by the individual councils, and the anticipated total UWP funding available to the region, the planning liaisons seek Council of Mayors Executive Committee approval to prepare and submit the following funding request to the UWP committee:

|  |  |  |
| --- | --- | --- |
| Total FY 2022 Request | Federal Share (80%) | Local Share (20%) |
| $1,907,524 | $1,526,019 | $381,505 |

This request is a *decrease* of $103,189 from the FY 2021 total, but due to the proposed shift to an 80/20 match rate, an *increase* of $58,693, or 4%, over the FY 2021 federal request.

Additionally, the planning liaisons request the Council of Mayors Executive Committee authorize the planning liaisons, together with council executive directors, to work collaboratively to determine individual council allocations in support of this overall request and any adjustments necessary based on the actions of the CMAP UWP committee.

Sincerely,

Leonard B. Cannata  
North Central Council PL