

RESOLUTION

WHEREAS, the Township of West Orange has a need for the services of a firm or individual specializing in the investigation, research, planning, preparation and pursuit of grants and other aid submitted to various County, State and Federal authorities and private foundations for obtaining financial and other aid for municipal programs and/or services ("Grant Writing Services"); and

WHEREAS, Grant Writing Services require specialized knowledge and the provision of professional services such as knowledge of federal and state programs, and the rendering of financial advice with respect to available grants and aid; and

WHEREAS, the provision of Grant Writing Services requires professional and specialized knowledge of applicable County, State and Federal aid programs, corporate and private foundations, and the ability to prepare detailed applications and submissions and take action necessary to obtain and successfully pursue such aid; and

WHEREAS, Alicia Skinner, trading as Skinner Consulting Services, has served as the Township's Grant Writer since 2007 when the need for Grant Writing Services has arisen; and

WHEREAS, the Township seeks to appoint Ms. Skinner as the Township's Grant Writer for a ten (10)-month period at the rate of \$2,333.33 per month, commencing March 1, 2014 and ending December 31, 2014, pursuant to an Agreement with the Township in the form annexed hereto as **Attachment "A"**; and

WHEREAS, Ms. Skinner has responded to the Township's "Fair and Open" Request for Qualifications, wherein the Township requested qualifications from professionals to provide Grant Writing Services;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of West Orange, that Ms. Skinner shall serve as the Township's Grant Writer, in accordance with all applicable ordinances and statutes; and be it further

RESOLVED, that the Mayor shall be and hereby is authorized to execute all documents necessary to effectuate such agreement with Ms. Skinner, and the Municipal Clerk shall be and hereby is authorized to attest to the Mayor's signature; and be it further

RESOLVED that this award shall be published and available in the Clerk's Office for reasonable inspection in accordance with applicable law.

Karen J. Carnevale
Township Clerk

Susan McCartney
Council President

Adopted: March 25, 2014

I hereby certify funds are available from: _____
Account No.

JOHN O. GROSS, CFO