



A Full Service Lobbying and Grant Writing Firm

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Mike Thompson
City Administrator, City of Foley
407 East Laurel Ave
Foley, AL 36535

Gray Matter Consulting is a full-service government relations firm that specializes in grant writing and grant management at the state and federal level. Gray Matter is fully insured and bonded against errors and omissions and is a registered vendor in the State of Alabama. Gray Matter has extensive experience in administering grants and is a member of the National Grants Management Association as well as an instructor for USDA Graduate School in Grants Administration.

Gray Matter proposes to administer the Department of Transportation's (DOT) Transportation Investment Generating Economic Recover (TIGER) discretionary grant program awarded to the City of Foley for Fiscal Year 2013.

Grant Administration activities include ensuring that the City of Foley adheres to all Terms and Conditions of the TIGER grant award, and maintain compliance with all federal and state guidelines related to the grant. These activities will also include monitoring allowable costs, coordinating with the City Administrator of the City of Foley to ensure all records are maintained, and reporting quarterly to the awarding agency or grantor as required by the Terms and Conditions of the grant. Gray Matter will also assist City of Foley in negotiating an indirect cost rate agreement with the granting agency or foundation, should it be required under the Terms and Conditions of the grant award.

Gray Matter's fee for this service will be \$4000 per month for a period of two years to be billed monthly. Gray Matter will also assist in any audit by the federal government for the City of Foley should it be required for the TIGER grant. Records will be maintained for three years after the final report has been submitted to DOT as required by federal regulations. The contract may be extended past two years both agreement of both parties (Gray Matter and City of Foley).

Please contact me if you have questions.
Regards

Keith Gray