

Kenai Peninsula Borough  
Grants Administrator & Community Liaison

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Brandi Harbaugh, Finance Director *BH*

**FROM:** Heather Geer, Grants Administrator & Community Liaison *HG*

**DATE:** June 5, 2025

**RE:** Ordinance 2025- 13 , Directing Previously Appropriated Grant Funding from the State of Alaska in the Amount of \$30,958.82 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor)

The Community Assistance Program (CAP) provides state funding for unincorporated communities to complete public projects or services through nonprofit or tribal entities that agree to be the fiduciary. These funds are provided through the State of Alaska Community Assistance Program.

Resolution 2024-011, approved the communities meeting the requirements of the CAP program. Ordinance 2024-19-21 appropriated funds for 24 of the 26 unincorporated communities, except for Nanwalek and Nikolaevsk due to those two communities not having identified qualified entities at that time. It appears that both communities have now identified qualified entities to assume the fiduciary role on behalf of the communities and accordingly this ordinance would allocate CAP funds to each of those communities.

The CAP funding is distributed evenly between the eligible unincorporated communities. As such, Nanwalek and Nikolaevsk, are slated to receive \$15,789 less 2.0 percent administrative cost. The Grants Administrator & Community Liaison will oversee the program.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>271.94910.25CAP.49999</u>
Amount:	<u>\$ 410,514</u>
By: <i>CF</i>	Date: <u>06/04/2025</u>