




**KENAI PENINSULA BOROUGH  
GRANTS MANAGEMENT**

**M E M O R A N D U M**

**TO:** Mike Navarre, Mayor  
**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager   
**DATE:** 15 April 2015  
**SUBJECT:** FY16 Senior Grant Application – Late Filing Notification

---

Per KPB Code of Ordinances 5.22.060, the senior grant application deadline is March 15<sup>th</sup>. However, the following senior grant applications were received after the deadline:  
Seward Senior Center  
Nikiski Senior Center

For both agencies, there were misunderstandings that contributed to submitting delinquent applications, largely on my part. To ensure that this doesn't become a regular occurrence, I've set up calendar reminders for all grantees, reviewed KPB Code of Ordinances 5.22, which governs the senior grant program and offered my assistance with grant compliance.

Please include this memo in the May 5, 2015 Mayor's Report. Thank you, ☺B