

MILLENNIUM

STRATEGIES

June 16, 2022

Hon. Robert Valentine
Town Supervisor
Town of Chester
1786 Kings Highway
Chester, NY, 10918

Re: Renewal Proposal for Grant Consulting Services

Dear Supervisor Valentine,

Millennium Strategies LLC is pleased to submit the following renewal proposal to the Town of Chester for the continued provision of Grant Consulting Services. Millennium has had the privilege of providing Grant Consulting Services on behalf of the Town since June 2021. During our brief tenure, Millennium has helped to secure \$44,965.00 in alternative grant funding on behalf of the Town. In addition, 7 additional grant applications have been submitted representing \$353,263.81 in potential funding, while another 6 are in progress at this time. A copy of our annual service report, highlighting services rendered on behalf of the Town during our current contract period is included with our proposal as an attachment. Millennium understands the Town's needs and goals and looks forward to continuing to be of service.

COMPANY PROFILE

Founded in 2005, Millennium Strategies is the largest full-service grants consulting firm in the region. We currently represent more than 120 municipalities, counties, school districts and non-profit entities in New York, New Jersey, and Pennsylvania. Since our inception, we have helped to secure over \$1 billion in both governmental and non-governmental grant funding on behalf of our clients. What sets Millennium apart is our comprehensive and aggressive approach to grant research and grant writing. We help our clients meet their complex challenges by securing funding for projects that fall within the following areas: arts, health services, human services, disaster recovery, economic development, public safety, environmental protection, historic preservation, open space preservation, recreation, sustainability, tourism, and transportation infrastructure.

STAFF PROFILE

As Millennium's CEO and former Chief of Staff to Congressman Bill Pascrell, Ed Farmer has shepherded critical projects to completion with federal, state, and county agencies. As Millennium's Principal, Sue Scavone has more than 25 years of experience in government and grant writing. Together, Ed and Sue have assembled Millennium's accomplished team which includes a full-time research department, 25 grant writers, and the support staff necessary to meet the demands of timely, professional, and competitive submissions. If Millennium is retained, Dave Jenkins would continue to serve as Director of New York Operations and Michael Dziuba would continue to service as Grant Writer for the Town's account.

All services will be performed directly by employees of Millennium Strategies. We will not hire subcontractors to perform any of the proposed services outlined within this proposal. All staff employed by Millennium Strategies possess post-secondary degrees related to government consulting/grant writing. Neither the firm nor any individuals assigned to this engagement are disbarred, suspended, or otherwise prohibited from professional practice or from working with public entities by any federal, state, or local agency. All staff and principals that will support the delivery of service on behalf of the Town will be stationed out of our offices located at 25 Smith Street, Suite 401, Nanuet, NY 10954.

PROPOSED SERVICES

Millennium Strategies proposes to continue providing our full suite of Grant Consulting Services on behalf of the Town. These services will include those outlined and described below.

- ***Proposed Service 1: Create a Strategic Plan*** – Millennium will create a Strategic Plan for grant research and funding to be pursued in keeping with the Town budget, capital plan and other identified objectives. This process will include coordination of necessary meetings with administrators, department heads, supervisors and key personnel to determine future funding goals and how best to achieve them.
- ***Proposed Service 2: Research Available Opportunities / Frequent Notification*** – Millennium will research all available governmental and non-governmental grant opportunities that support the Town's priorities on an ongoing basis for the duration of the contract period. Detailed grant summaries and application breakdowns will be provided to key personnel as the Town selects grants that are consistent with the Strategic Plan.
- ***Proposed Service 3: Complete Grant Writing*** – Millennium will complete all grant applications, both presented by Millennium and identified by the Town in accordance with funding guidelines established by funding agencies, on a continuing basis for the duration of the contract period. This includes all necessary follow up with governmental, non-governmental, and legislative agencies in support of applications submitted on behalf of the Town as well as advising of technical requirements and criteria associated with grants.
- ***Proposed Service 4: Monthly Reporting*** – Millennium will submit a monthly report detailing all activities undertaken by the Millennium team on behalf of the Town as well as a monthly invoice of services rendered. The monthly report will include all grants recommended, grants awarded, grants submitted and pending approval, grant applications-in-progress, as well as grants denied providing the Town with an assessment of our efforts on a regular basis.

FEE SCHEDULE

Millennium Strategies will provide Proposed Services 1-4, as outlined and described above, for a monthly retainer fee of \$3,000.00 payable in twelve equal monthly installments, for an amount not to exceed \$36,000.00 per annum. Our retainer fees include all travel time and expenses. There are no hidden costs associated with our fee structure and our contract provides for a mutual 30 day opt-out. Millennium Strategies will continue our contractual relationship with the Town as an independent contractor for the duration of our contract.

DISCLOSURES

Millennium Strategies is a limited liability corporation. Since our inception in 2005, Ed Farmer and Sue Scavone have remained the sole principals of Millennium Strategies. During our 17 years of operation, the company has not undergone any changes to the business name. Millennium Strategies is registered as a Small Business Enterprise (SBE) and complies with all applicable EEO, and Affirmative Action Laws. No judgments, claims or suits have been filed against our company. In addition, Millennium Strategies is not now, nor has it ever been involved in any bankruptcy or reorganization proceedings. Millennium Strategies does not employ any relatives of the Town, nor are any of our employees unionized. In addition, no principals or employees of Millennium Strategies are related to any employee or elected official of the Town.

CONCLUSION

Thank you again for considering Millennium Strategies. We look forward to continuing to be of service to the Town. Should you require any further information, please do not hesitate to contact me at 201-230-8545.

Sincerely,



David Jenkins
Director of New York Operations

ANNUAL SERVICE REPORT

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MEMORANDUM

TO: Town of Chester
FROM: Michael Dziuba
DATE: May 31st, 2022
RE: Monthly Activity Report
CC: Ed Farmer, Dave Jenkins

This memo will provide an overview of all work performed by Millennium Strategies on behalf of the Town of Chester during the current contract year. For more information, please contact Dave Jenkins.

- **Grant Applications Awarded**

Funding Program	Purpose of Grant	Amount of Award	Month of Award
NYS DEC Municipal Zero-Emission Vehicle Infrastructure Grants Program	Installation of an Electric Vehicle Charging Station at Chester Commons	\$22,775.00	January 2022
NYS DEC Municipal Zero-Emission Vehicle Infrastructure Grants Program	Installation of an Electric Vehicle Charging Station at Sugarloaf Arts Center	\$22,221.00	January 2022

Total Awarded: \$44,965.00

- **Grant Applications in Progress**

Application Due Date	Funding Program	Amount Available	Date Noticed
6/24/2022	Orange County Community Development Block Grant (CDBG)	\$25,000.00-\$375,000.00	3/15/2022
7/4/2022	National Endowment for the Arts: Our Town	Up to \$150,000	5/23/2022

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7/7/2022	National Endowments for the Arts: Grants for Art Projects (GAP)	Up to \$100,000	5/23/2022
7/29/2022	Consolidated Funding Application: NYS Department of State (DOS) – Smart Growth Comprehensive Planning Grant Program	Up to \$100,000	5/16/2022
7/29/2022	Consolidated Funding Application: NYS Office of Parks, Recreation, and Historic Preservation (OPRHP) – Environmental Protection Fund Grants for Parks Program (EPF)	Up to \$500,000	5/16/2022
Rolling	DASNY: State and Municipal Facilities Capital Program	\$130,000	1/7/2022

- Grant Applications Submitted, Pending Review**

Date Submitted	Funding Program	Purpose	Amount Requested	Estimated Response
6/1/2022	GoodSports Equipment Grant	New equipment for Chester Soccer Club	[Sports equipment]	Summer 2022
5/16/2022	GoodSports Equipment Grant	New equipment for Chester Little League	[Sports equipment]	Summer 2022
4/10/2022	Senator Schumer Congressional Appropriations	Acquisition of a generator for emergency shelter	\$91,700.00	Spring 2023
4/10/2022	Senator Gillibrand Congressional Appropriations	Acquisition of a generator for emergency shelter	\$91,700.00	Spring 2023

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5/4/2022	Firehouse Subs Public Safety Grant	AED Equipment Acquisition	\$11,969.81	Summer 2022
3/28/2022	Lowe's Hometown Grants Program	Building a playground at Sugarloaf Performing Arts Center	\$121,000.00	Summer 2022
3/21/2022	NYS Archives: Local Government Records Management Improvement Fund (LGRMIF)	Establishment of a new records room	\$36,894.00	Summer 2022

- **Grant Application Submitted, Funding Not Awarded**

Funding Program	Purpose	Requested Amount
Representative Maloney Congressional Appropriations	Acquisition of a generator for emergency shelter	\$91,700.00
AARP Community Challenge	Installation of benches and tables along walking path at Senior Center	\$11,000.00

- **Other Grant Opportunities Noticed**

Due Date	Funding Program	Amount Available	Date Noticed	Status
10/20/2022	NYSERDA Third-Party Support and Advancing Code Compliance Technology Pilot Program PON 4600	\$125,000	3/22/2022	Pending

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7/29/2022	Consolidated Funding Application: NYS Department of Environmental Conservation (DEC) – Climate Smart Communities Grant Program	Up to \$2,000,000	5/16/2022	Determining Eligibility
7/29/2022	Consolidated Funding Application	Up to \$100,000	5/18/2022	Determining Eligibility
5/4/2022	NYSDEC Hudson River Estuary Grants Tributary Restoration and Resiliency Program	Up to \$150,000	3/28/2022	Project deemed ineligible
5/2/2022	NYS Governor's Traffic Safety Committee: Highway Safety Grant	No maximum award	3/7/2022	Applied for internally
5/2/2022	NYS Governor's Traffic Safety Committee: Child Passenger Safety	Up to \$40,000	3/7/2022	Applied for internally
5/2/2022	NYS Governor's Traffic Safety Committee: Police Traffic Services	Up to \$46,000	3/7/2022	Applied for internally
3/25/2022	US Tennis Association: Facilities Program	Varies	2/22/2022	Pending
3/25/2022	US Tennis Association: Growing Tennis Together	Varies	2/22/2022	Pending
3/21/2022	Department of Transportation: 5310 Program	Varies	2/14/2022	Decided Not to Apply

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3/3/2022	NYS DEC Hudson Estuary Trees for Tribs Program	Varies	1/31/2022	Decided not to Apply
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