

City Council Order Draft Template

AN ORDER AUTHORIZING THE CITY OF BOSTON TO EXPEND **[FULL GRANT TITLE]** FUNDS, AWARDED BY **[FULL NAME OF GRANTOR ORGANIZATION]**, AND **[FULL NAME OF PASS THROUGH AGENCY]**.

WHEREAS, the **[FULL NAME OF GRANTOR ORGANIZATION]**, AND **[FULL NAME OF PASS THROUGH AGENCY]**, are being petitioned for the issuance of funds to the **[NAME OF CITY DEPARTMENT TO MANAGE AWARD]**; and

WHEREAS, the funds in the amount of **[\$AWARD AMOUNT]** will be utilized by the City of Boston to **[BRIEF EXPLANATION OF GRANT PURPOSE AND HOW THE CITY OF BOSTON WILL BENEFIT FROM THIS AWARD]**, therefore be it

ORDERED: that the Mayor, acting on behalf of the City of Boston be, and hereby is, authorized to expend, upon award, the **[FULL NAME OF GRANTOR ORGANIZATION]**, AND **[FULL NAME OF PASS THROUGH AGENCY]**' **[FULL GRANT TITLE]** award not to exceed the amount of **[\$AWARD AMOUNT]**.