

# Somerville Housing Authority

30 MEMORIAL ROAD  
SOMERVILLE, MASSACHUSETTS 02145

TELEPHONE (617) 625-1152  
TDD 628-8889



April 19, 2016

Mr. Gregory Jenkins, Executive Director  
City of Somerville Arts Council  
City Hall Annex, 50 Evergreen Avenue  
Somerville, MA 02145

Dear Greg,

On behalf of the Somerville Housing Authority Board of Directors, I am pleased to announce the 2016 Public Service Grant Awards. In another difficult year when so many resources have been reduced, we feel fortunate to be able to provide funding to your organization.

We have awarded you \$3,000 for the Mystic Mural Project for our residents.

As part of compliance with Federal and State requirements, the Resident Services Committee had adopted the following requirements which must be fulfilled in order for your agency to receive the grant awards.

- Attendance at the monthly Provider's meeting is mandatory. A representative from your agency must be present at each meeting.
- Grants will be awarded for Somerville Housing Authority's fiscal year: **April 1, 2016 thru March 31, 2017.**
- All funds must be used during that period. **No invoices will be accepted after March 31<sup>st</sup>.** Any remaining funds will be retained by Somerville Housing Authority.
- A **quarterly report of activity with names and addresses of Somerville Housing Authority residents participating. (See example).**
- Attached is the **Memorandum of Understanding.** Please sign and return the memorandum of Understanding and return to SHA no later than May 2, 2016.

We look forward to working with you again in the coming year. If you have any questions or concerns regarding the policies or the funding, please do not hesitate to contact Beth Munroe-Howe, Resident Services Supervisor at 617-625-1152, extension 322. Congratulations!

Sincerely,

Joseph Macaluso  
Executive Director

