

Agenda Item 1.4.1

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

Topic: 2025 Statewide Internet Portal Authority (SIPA) Microgrant Application for CommonLook Licenses for Digital Accessibility

Presented by: Kristi Klipka (IT Business Analyst, Jr.), Katie Gathright (IT Business Analyst Supervisor), Business Innovation & Technology, and Amber Dower (Sr. Grants Analyst), Strategy Innovation & Finance

Date: 5/13/2025

☐ For Information

☒ For Discussion/Board Direction

☐ Consent to
Place on Business/
Hearing Agenda

Issue: Business Innovation & Technology (BIT) requests support to apply for, accept, and supplement the 2025 budget (if awarded) for up to \$10,000 in Statewide Internet Portal Authority (SIPA) Microgrant funding to purchase approximately 10 CommonLook licenses to assist in Digital Accessibility efforts. The licenses will help update digital content to be compliant with HB21-1110, the digital accessibility law.

Background:

The Colorado Statewide Internet Portal Authority provides microgrants up to \$10,000 to local governments for one-time costs that improve community access to effective and efficient online services and for new technologies. Organizations may submit multiple applications to the grant program, provided each is for a distinct project.

In 2024, the SIPA Microgrant Program awarded BIT approximately \$2,000 to purchase biometrics devices (fingerprint readers and extension cords) to improve cybersecurity.

Additionally, in 2024, Jefferson County was awarded 25 CommonLook Licenses through the in-kind SIPA Accessibility Grant Program. The licenses expired in April of 2025. Since the SIPA Accessibility Grant Program is no longer available, BIT has decided to pursue funding for the licenses through the SIPA Microgrant Program.

Discussion:

Applying for the grant will enable the County to better comply with HB21-1110. If approved, and if the grant is awarded, the Business Innovation & Technology department will use the licenses to assess and update digital content to improve accessibility for individuals with disabilities.

Organizations are encouraged to submit as many applications as fit the requirements for the grant, on the condition that each proposal is for a unique project.

Fiscal Impact: ☒ yes ☐ no

This is a state grant award for up to \$10,000 to provide software licenses to the county. There is no match requirement for the grant. A supplemental will be needed to increase the revenue and expenditure appropriations in the General Fund up to \$10,000.

- Year(s) of impact: 2025-2026
- Existing grant or project: None
- New grant or project: New grant but supports existing services
- Requested in adopted budget: No
- Ongoing or one-time: One-time (over two years)
- General Fund impact: Grant will be received in General Fund, but no additional use of county dollars
- Staffing Impact: No
- Match requirements: No match
- Mandate/Contractual obligation: None

SPA Review: Micah Badana, 5/5/2025

Support, no concern.

This is a state grant with no match requirement.

County Attorney Review: Approved; Kurtis Behn, 5/5/2025**Facilities Review:** No fiscal impact; Mark Danner, 5/5/2025**BIT Review:** No Impact; Andy Corbett, 5/5/2025

Fleet Review: No fiscal impact, Janice Mayer, 5/5/2025

County Human Resources Review (new FTE only): No FTE

Recommendations:

BIT recommends the Board of County Commissioners support the request to apply for up to \$10,000 in SIPA Microgrant funding and accept the award if granted, and that the BCC support a future supplemental budget request to amend the 2025 General Fund budget for the Business Innovation & Technology Department in the amount awarded.

Originator: Kristi Klipka

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