

RESOLUTION 2020 - 07

RESOLUTION ESTABLISHING A POLICY FOR REQUEST FOR SMALL-SCALE FUNDING FROM COMMUNITY CHARITABLE ORGANIZATIONS

WHEREAS, various non-profits assist the city with carrying out its mission by meeting a public need of the residents of the City of DeFuniak Springs which is not addressed by the City of DeFuniak Springs services or which supplement an existing service provided by the City of DeFuniak Springs, thereby relieving the City of the costs of providing that services; and

WHEREAS, decisions on whether to assist charitable organizations carrying out a public purpose lie within the discretion of the City Council and within the limit of funds available within the city budget; and

WHEREAS, to effectively, efficiently and equitably allocate limited resources to organizations, the City of DeFuniak Springs proposes guidelines to assist with how to address requests for support from charitable organizations.

NOW, THEREFORE, BE IT RESOLVED by the DeFuniak Springs City Council that the following process is established as the policy for financial assistance to charitable organizations:

Section 1. Purpose

Local charitable (non-profit) organizations who carry out a public purpose may apply to the City of DeFuniak Springs for financial assistance. Decisions on funding lie within the discretion of the City Council and within funds available.

Eligibility

Organizations applying for funding shall be tax exempt 501(c)(3) organizations and must have a track record of meeting a community need by having been in operation for at least two (2) years prior to the request for assistance. The organization must submit a completed application for funding. Funds shall only be appropriated for public purposes and shall not inure to the benefit of any individual; not be used for political activities, religious worship activities, to support any election campaign or political party; or support any group or activity that discriminates based on race, color, religion, sex, national origin, veterans status, disability or age. The City reserves the right not to fund any or all organizations.

Section 2. Goals

- Promote the City of DeFuniak Springs as a destination for business, industry, residency, culture and recreation,
- Keep the citizens of DeFuniak Springs safe and healthy.
- Promote the cultural heritage and quality of life for DeFuniak Springs Citizens.
- Encourage economic development of the community.

Section 3. Application

Agencies shall complete an application explaining how the funds will meet a public need of the residents of DeFuniak Springs or will supplement an existing service provided by the City of DeFuniak Springs or implements and/or supplements a goal established by the City Council. Additional information must be submitted as required by the funding application. Proof of non-profit status and financial information must be submitted with the application. Funds not expended for a public purpose shall be returned to the City of DeFuniak Springs. Request for funding shall be evaluated by the City Council and all decisions on funding remain in the discretion of the City Council.

Procedures

1. Applications will be available on the city's website and at City Hall.
2. Completed applications with all supporting information must be submitted by June 1.

3. Applications will be forwarded to the City Manager and recommendations on funding must be made prior to July 15th in order to be included in the Proposed Budget of the upcoming fiscal year.
4. Rare requests for emergency funds may be submitted throughout the year but funding shall only be made upon a unanimous vote of the City Council. All such requests shall submit the same application with accompanying information required for the normal application process.

Review Criteria

City Council shall evaluate applications and make decisions regarding funding based on, primarily, the following criteria:

1. Thoroughness and completeness of the application and its attachments.
2. The extent to which the activities using city funds are properly aligned with the organization's overall mission, purpose, and capacity.
3. The extent to which the need or problem is clearly described, is true, and it is accurate.
4. The extent to which the activities which use city funds are appropriate and valid strategies to address the need or problem.
5. The extent to which the activities using city funds are likely to achieve the desired benefit or impact stated by the applicant.

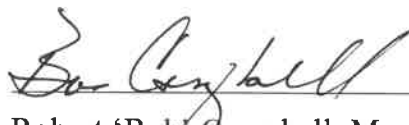
Section 4. Legal Requirements

All organizations shall certify that the agency will comply with all federal, state and local laws and regulations. Funds distributed by the City of DeFuniak Springs may only be spent for the authorized purposes. Proof of expenditures may be requested as verification by the City. The organization will submit promptly to the City Manager any information requested related to any program/project for services assisted by the City and will comply with any audit requirements of the City, or state or federal law.

Any organization receiving funding will hold the City of DeFuniak Springs harmless from any claim or liability that may arise or result from the operation of any program or services assisted with funding from the City of DeFuniak Springs.

This Resolution shall become effective upon its adoption and may be amended from time to time by majority vote of the City Council.

Adopted this 27th day of April, 2020.


Robert 'Bob' Campbell, Mayor

Attest:


Maryanne Schrader, City Clerk



City of DeFuniak Springs Nonprofit Agency Grant Application Overview

The City of DeFuniak Springs accepts applications for funding of local nonprofit organizations. The DeFuniak Springs City Council invites all interested nonprofit organizations to submit an application based on need. The application and evaluation process for funding is driven by the applicant organization's mission as it corresponds to considerations of the City of DeFuniak Springs:

The consideration of the City of DeFuniak Springs Government is to enhance the quality of life for its citizens, by providing education, safety and security, health and human services, economic development, cultural and recreational resources.

- DeFuniak Springs citizens are safe.
- DeFuniak Springs enjoys a prosperous economy.
- DeFuniak Springs citizens enjoy a healthy environment.
- DeFuniak Springs citizens enjoy a community that is vibrant, rich in aesthetic beauty and embraces and promotes its cultural heritage.
- Children are ready for and succeeding in school.
- DeFuniak Springs citizens are healthy.
- DeFuniak Springs citizens enjoy sustainable, thriving neighborhoods with efficient and well-maintained infrastructure.
- Senior adults have optimum choices for the highest quality of life.

Eligibility

Any nonprofit agency requesting financial assistance must show a measurable impact on the quality of life for City Residents, this quality can be economic, social, financial health, cultural, recreational, education, aesthetic or other domains that enrich life of the City of DeFuniak Springs, e.g. a number of visitors brought to DeFuniak Springs or reduction in work funded by the City of DeFuniak Springs.

All nonprofits shall verify their nonprofit status and submit financial documents for review by City personnel.

All applicants must:

- Have been in operation for the two years prior to their request for assistance.
- Submit their IRS tax-exempt letter confirming 501(c)(3) non-profit status.
- Complete all requested information and documents

Consideration

- Actual grant funding is based upon funds available by the City Council in the annual budget.
- Submission of a complete application will not guarantee funding to the applicant.

Grant Recipient Requirements

Organizations that receive grant funding are required to:

- Submit a revised scope of work if not funded at level requested.
- Enter into grant agreement with City of DeFuniak Springs for the delivery of services specified in nonprofit application.
- Obtain appropriate level of insurance as determined by the City of DeFuniak Springs.
- Submit written quarterly reports detailing program performance, specific to the activities, and financial information on City funds received and spent.