



COMMUNITY GRANT PROGRAM

The Community Grant Program (CGP) is designed to provide annual grants to eligible non-profit organizations that serve a public purpose and improve the quality of life for Gainesville residents. A major impetus for this program is to help fund services for homeless/needy individuals and families. The CGP supports City Commission Strategic Goals and Initiatives for Human Potential (Assist every person to reach their true potential).

This program is contingent upon the annual appropriation of available funds in the sole discretion of the City Commission.

The following outline provides eligibility criteria and program requirements for the CGP.

I. Eligible Activities

Eligible activities for the CGP include services designed to assist: 1) homeless persons and families; and 2) needy individuals and families as listed below:

- **Meals**
 - providing meals and food distribution;
- **Health Care**
 - providing science- and fact-based health care services;
- **Veterinary Care**
 - providing veterinary care to pets;
- **Utility Payment Assistance**
 - providing utility payment assistance (maximum \$200/individual or family/year);
- **Housing**
 - providing temporary housing;

- **Counseling and Training**
 - providing youth programs (academic tutoring, mentoring, science- and fact-based health counseling, athletics and related programs);
 - providing First Aid, GED, and/or Adult Financial Literacy classes;
 - providing counseling for prisoners and ex-offenders;
 - providing English classes for speakers of other languages;

- **Transportation**
 - providing transportation services, by car or van, for any of the eligible activities; and
 - providing monthly, full fare, Regional Transit System (RTS) bus passes to provide transportation to and/or for any of the eligible activities. **NOTE: Community Grant Program funds cannot be used in conjunction with, or as a match for, any discounted or subsidized RTS bus pass program.**

II. Maximum Grant Award

The maximum grant award is \$3,000 per eligible non-profit organization. Applicants may not be funded or may receive less than the maximum grant amount.

III. Eligible Applicant Organizations

Each Applicant Organization must:

- be a registered non-profit corporation with the State of Florida;
- have a physical location/address within the City—Post Office Boxes are not an acceptable address in the City;
- have a current 501 (c) (3) tax-exempt status; and
- have applicable federal, state and/or local license(s) to operate their proposed services within the City of Gainesville.

IV. Program Requirements

- Prior to the disbursement of funds, grant recipients must certify, through a signed acknowledgement, that they are complying with the program requirements.
- The City reimburses grant recipients based on actual services provided, up to the awarded amount. All grant recipients must submit a reimbursement request for services provided.

- All services must take place within the incorporated areas of the City and are intended for City residents.
- Grant recipients cannot charge for services funded by this grant.
- Grant funds are to be used for services, not capital improvements.
- Grant recipients must comply with Title VII of the Civil Rights Act of 1964 and the City's Discrimination Ordinance, Chapter 8 of the City's Code of Ordinances, to assure that no person is excluded from participation or denied the benefits of any program or service on the basis of race, color, gender, age, religion, national origin, marital status, sexual orientation, disability or gender identity.
- The organization must comply with all local, federal and state laws and also be in good standing with any loan agreements, zoning requirements and payments for Gainesville Regional Utilities or City of Gainesville services.
- Grant funds may only be used to assist in provision of the identified services. Grant recipients may not use those funds to promote the religion of the provider or any other religion, or provide religious indoctrination or engage in any religious ritual as part of, or related to, the services funded by the grant.
- Grant funds may be used to expand existing eligible programs, but shall not be used to replace or substitute for existing City funding.
- Organizations must re-apply each year. There is no guarantee of on-going funding for services.

V. Review Process

The City's State Housing Initiative Partnership, Affordable Housing Advisory Committee is the Grant Review Panel. The Committee will review all applications and provide recommendations to the City Commission. The Grant Review Panel meetings are open to the public. The City Commission provides final approval of the grant awards.

Applying for a grant does not guarantee award of funding. Funding for all proposed services is subject to the prior approval of the Gainesville City Commission.

Consistent with City goals, preference shall be given to programs that provide: 1) meals and/or food distribution, 2) youth programs, and 3) utility payment assistance.

Organizations providing health, educational and counseling programs must provide fact-based and science-based services. Applications for funding for those services must include a detailed list of services and/or program curriculum.

The City of Gainesville reserves the right to reject any and all applications submitted for funding consideration.

VI. Grant Administration

The Community Grant Program is staffed and administered by the Housing & Community Development Division. The total amount of funding available through the City's general fund for the Community Grant Program is determined annually by the City Commission as part of the City budget process. Ten percent of the total grant funding is used to cover the costs of administering this new grant program.

Grant Recipients are paid through an Electronic Fund Transfer and must register with the City so grant payments may be made. The registration packet needs to be completed only one time, unless the information changes.

Grant recipients shall maintain logs of the services provided. The grant recipient logs must be made available for City review upon request. The purpose of the logs is to provide a record of the type of services provided, the name of the persons who received the service, the address of the persons who received the service, and when and where the service was provided.