

CITY OF GAINESVILLE **COMMUNITY GRANT PROGRAM**

The Community Grant Program is designed to provide grants to non-profit organizations in support of services that serve a public purpose and improve the quality of life for Gainesville residents. 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 grant program requirements.

I. Eligible Activities

Activities eligible for grant funding include:

- meals served to needy individuals and families;
- health care services provided to needy individuals and families;
- utility assistance provided to needy individuals and families;
- homeless persons temporarily housed;
- youth programs (tutoring, mentoring and related programs);
- counseling prisoners and ex-offenders;
- English classes for speakers of other languages; and
- transportation services provided for any of the eligible activities.

II. Maximum Grant Award

The maximum grant award is \$2,500 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 current 501 (c) (3) tax-exempt status;
- have applicable federal, state and/or local license(s) to operate their proposed services within the City of Gainesville; and
- have a physical location/address within the city.

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 the grant recipient 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 City and are intended for City residents.
- Grant recipients cannot charge for services funded by the grant.
- Funds are to be used for services, not capital improvements.
- Applications are due by March 1 annually except for the first year of the program. Reimbursement requests must be received by January 10, April 10 and/or August 30 of each year.
- 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 be in compliance with all local, federal and state laws and also in good standing with any loan agreements, zoning requirements and payments for GRU services.
- Grant funding 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.
- Services funded by the Community Grant Program may not be funded, wholly or partially, with other government funds.
- Organizations must re-apply each year. There is no guarantee of on-going funding for services.
- Collaboration among community groups is encouraged.

V. Review Process

The City's SHIP 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. The City 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 should maintain logs of the services provided which must be made available for City review upon request.