



## STAFF REPORT

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**MEETING DATE:** October 25, 2023

**PRESENTER:** Marci Reyes, City Clerk  
Theresa Johnson, Community Services Director

**SUBJECT:** Draft Community Organization Grant Program Policy (MR)

**RECOMMENDATION:** Council review and discuss the draft Community Organization Grant Program Policy, and provide feedback and direction to staff.

### **EXECUTIVE SUMMARY:**

The City of Kerman recognizes the value other organizations have in providing services that benefit the community and its members. The Community Organization Grant Program is intended to provide monetary assistance to eligible community non-profit organizations in their efforts to provide social, educational and cultural services to the community.

The policy will set the stage for Council to consider requests for events and programs that:

- Provide a public service, or otherwise promote the health, safety or welfare of the community.
- Benefit the City of Kerman residents and businesses.
- Held within Kerman City limits and open to the public.
- Serve a charitable, cultural, or educational purpose.

The application process for grants will coincide with the approval of the annual City budget. A call for applications will begin on January 1, through February 28, of each year.

Applicants will be required to supply specific details of their events, including a full explanation about the proposed use of funds and a budget of the program/project.

An ad hoc committee will review the applications and make their recommendations for approval by the City Council at a meeting in April. Once approved, the final figures for grant funding will be included in the annual budget. Funding will commence after the annual budget is approved by the City Council.

The ad hoc committee will consist of two Council members, the City Clerk, and the Community Services Director or appointee.

**FISCAL IMPACT:**

The following events have been approved by the City Council for annual/biennial funding and are included in the budget:

|  |            |
|--|------------|
| 1. The American Spirit Fireworks Extravaganza        | \$600.00   |
| 2. The Big Fresno Fair                               | \$600.00   |
| 3. Kerman Unified School District - Sober Grad Night | \$500.00   |
| 4. Kerman Youth Commission (biennial)                | \$500.00   |
| Total:   | \$2,200.00 |

Additional funds will be determined by the number of applications received/approved.

**ATTACHMENTS:**

- A. Draft Policy
- B. Application