

CITY OF REEDLEY COMMUNITY RECREATION GRANT GUIDELINES

1. Community Cash Donations from the City of Reedley will be limited to the total amount appropriated by the City Council in the City Budget.
2. Donations will be limited to non-profit groups who provide direct recreational activities to Reedley residents. Non-profit as used herein shall mean those tax exempt groups that present written evidence that the organization has obtained non-profit status under the Internal Revenue Code Section 501(c)(3).
3. No funding will be granted to any fundraiser or cause.
4. Grants will be limited to a maximum of \$350.00 per group per fiscal year. *If not all grants are awarded, the Commission may make a recommendation to City Council to increase the award amount up to the maximum budgeted amount.*
5. **The deadline for submission of applications is the 3rd Thursday in October by 5:00 p.m.** Grant proposals will be reviewed by the Community Services Commission at their meeting the following week. Meetings are typically the 4th Thursday of the month at 4:30 p.m. at the Reedley Community Center, 100 N. East Avenue, Reedley. If you are not notified, please ask the Community Services staff for information regarding the meeting.
6. The Grant process will be as follows:
 - a. Grant proposals shall be submitted to:
Director of Community Services, 100 N. East Avenue, Reedley, California 93654
 - b. Grant proposals will include:
 - 1) Name of Organization.
 - 2) State Non-Profit Number.
 - 3) Statement of group's purpose for requesting funds (organizations are encouraged to use the funding to pay for participants that could not otherwise afford to participate).
 - 4) Number of Reedley participants estimated to be served.
 - 5) Financial Statement Form attached.
 - 6) Other information as may be specified by the Community Services Director.
 - c. Due to the competitive nature of the grants, if all of the information listed in item 6b. is not included with the application, the organization may be disqualified.
 - d. The Community Services Director shall review requests and submit eligible requests to the Community Services Commission for evaluation.
 - e. A representative of the organization needs to be present at the Community Services Commission meeting where the grants are reviewed and recommended. This will give the applicant an opportunity to clarify information submitted.
 - f. The Community Services Commission shall submit grant award recommendations to the City Council for approval. Recommendations will be based on several factors. Does this event....
 - 1) ... encourage the health and well being of Reedley citizens?
 - 2) ... teach or encourage recreational, enrichment and/or outdoor skills?
 - 3) ... help organizations or individuals with limited financial means?
 - 4) ... encourage or promote our local parks?
 - 5) ... encourage or promote youth?
 - 6) ... encourage or promote local activities?
 - g. Upon approval, the Community Services Director shall have funds disbursed.
7. All other community groups who are not covered under these guidelines should be referred by the Director to the appropriate agency for potential funding.

**CITY OF REEDLEY
COMMUNITY RECREATION GRANT APPLICATION**

Date:	
Name of Organization:	
Mailing Address:	
Contact Person:	
Phone:	
State Non-Profit Number:	
Number of Reedley participants estimated to be served:	

Statement of group's project or purpose for requesting funds. Please explain *specifically* what *these funds* will be used for:
(You may attach additional paperwork if desired)

Is the Financial Statement
Form attached?:

ORGANIZATION NAME: _____

COMMUNITY RECREATION GRANT FINANCIAL FORM

<u>Income:</u>		Source	Amount	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			TOTAL INCOME	\$

<u>Expenses:</u>		Explanation	Amount	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
				TOTAL EXPENSES

<u>Additional Information:</u>	

ORGANIZATION NAME: XYZ CLUB OF REEDLEY

**COMMUNITY RECREATION GRANT FINANCIAL FORM
EXAMPLE**

Income:		Source	Amount	
	Annual dues	\$	500.00	
	Fundraisers:			
	Yard Sale	\$	200.00	
	Car Wash	\$	150.00	
	Entertainment Book Sales	\$	425.00	
	Community Chest	\$	400.00	
	Recreation Grant	\$	350.00	
			TOTAL INCOME	\$2025.00

Expenses:		Explanation	Amount	
	Campground Fees	\$	200.00	
	Transportation Costs	\$	300.00	
	Facility Maintenance	\$	200.00	
	Equipment purchases	\$	250.00	
	Scholarships	\$	300.00	
	Leader Training	\$	275.00	
	XYZ Recharter Fee	\$	500.00	
			TOTAL EXPENSES	\$2,025.00

Additional Information:	
XYZ Club of Reedley has no assets and no liabilities	
We provide scholarships to children who wish to participate, but are unable to pay the dues	