

RESOLUTION NO. 2017-28

A Resolution Adopting a Policy for the City of McMinnville Community Contributions Program.

RECITALS:

The City recognizes that, from time to time, Council goals and objectives may be supported by organizations outside the City government, due to the organization's expertise or when the organization utilizes other financial resources in conjunction with funds awarded by the City.

It is in the public interest for the City to award funds to local nonprofit organizations for the purpose of accomplishing City Council goals and objectives, meeting community needs, and providing public benefits.

Generally, the City desires to award funds to community organizations that will utilize such funds to accomplish specific initiatives, one-time events, scholarship type activities, equipment purchases, or similar projects and not to fund ongoing operations or administrative costs of the organization.

The City Council desires to adopt a policy establishing guidelines for awarding City funds to nonprofit community organizations for the purpose of accomplishing City Council goals and objectives, meeting community needs, and providing public benefits.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF McMINNVILLE, as follows:

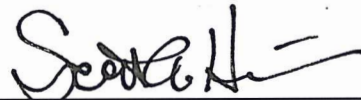
1. That the attached "Policy for the City of McMinnville Community Contributions Program" is hereby adopted.
2. This Resolution shall take effect immediately upon passage and shall continue in full force and effect until revoked ore replaced.

Adopted by the Common Council of the City of McMinnville at a regular meeting held the 11<sup>th</sup> day of April, 2017 by the following votes:

Ayes: Drabkin, Garvin, Menke, Ruden

Nayes: \_\_\_\_\_

Approved this 11<sup>th</sup> day of April, 2017.



\_\_\_\_\_  
MAYOR

Approved as to form:

  
\_\_\_\_\_  
CITY ATTORNEY

**CITY OF MCMINNVILLE**  
**POLICY FOR THE CITY OF MCMINNVILLE COMMUNITY CONTRIBUTIONS PROGRAM**

**Purpose:**

The City recognizes that, from time to time, City Council goals and objectives may be effectively supported by organizations outside the City government, due to the organization's expertise or when the organization utilizes other financial resources in conjunction with funds awarded by the City.

It is in the public interest for the City to award funds to local nonprofit organizations for the purpose of accomplishing Council goals and objectives, meeting identified community needs, and providing public benefits.

**Use of City Funds:**

Generally, the City desires to award funds to community organizations that will utilize such funds to accomplish specific initiatives, one-time events, scholarship type activities, purchases of equipment, or similar projects and not to fund ongoing operations or administrative costs of the organization.

Funds awarded by the City are intended for projects that benefit the local population (i.e., individuals living within McMinnville city limits). Preference will be given to organizations that are applying for funds to be used as match for other grants or that leverage in-kind or other contributions for the project.

**Applying for City Funds:**

Organizations requesting City funds must complete an application and submit a written proposal, in a format designated by the City.

**Review Committee:**

A Review Committee consisting of City staff, City councilors, and citizens at large will review proposals submitted by organizations and will make recommendations to the City Council, based on the extent to which the project helps accomplish Council goals and objectives, meet community needs, and provide a public benefit. The City Council will make the final decision regarding disbursement of funds.

**Conditions Pertaining to Award of City Funds:**

City funds will be awarded to nonprofit organizations only.

The City does not guarantee that all available funds will be awarded, that the entire amount requested by any organization will be awarded, or that funds will be available year to year. Any funds awarded will not be disbursed to an organization until July 1<sup>st</sup> of the fiscal year following the award. Unspent funds at the end of that fiscal year will not be carried forward to the subsequent year.

**Conditions Pertaining to Award of City Funds (continued):**

An organization that is awarded City funds will enter into a contract with the City. The contract will define the terms agreed upon by the organization and the City. The organization will be required to submit a project close-out report, final budget, and evidence of compliance, as determined by the contract, upon completion of the project. At the City's discretion, the organization may also be required to submit a report prior to completion of the project.

The City may require the organization to return all or a portion of the funds awarded if agreed upon conditions, as defined in the contract, are not satisfactorily met by the organization. Unspent funds must be returned to the City.

Disbursement of funds is contingent upon Council approval and appropriation of funds in the applicable fiscal year.