



## RESOLUTION 2009-022

### A RESOLUTION ADOPTING A CITY COUNCIL POLICY FOR AWARDING GRANTS TO NON-PROFIT ORGANIZATIONS

**WHEREAS**, the City of Sherwood City Council seeks to award grants to non-profit organizations; and

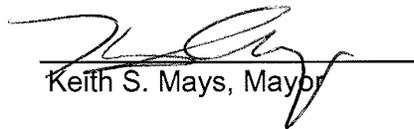
**WHEREAS**, the City of Sherwood City Council seeks to adopt policy that is consistent and fair; and

**NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:**

**The Grant Policy of the City of Sherwood shall be:**

- All grant requests must be received by December 30<sup>th</sup> of each year for consideration in the next fiscal year's budget.
- The maximum amount of grant funds that can be awarded each budget year will not exceed 10% of total expenditures for the Recreation and Event Services department budget or comparative fund.
- Each organization can receive no more than 25% of the total grant budget each year except under special circumstances as deemed by the City Council.
- No late or incomplete applications will be accepted.
- A copy of financial statements for the organizations previous fiscal period must be submitted when the grant request is made.
- The Finance Committee will first receive grant requests and make a recommendation to the full Budget Committee for all grant requests.
- All grant recipients must file a report at the end of each year showing how the grant funds were used. Failure to submit this report may impact future grant requests.
- It is recommended that if an organization is making a grant request that they attend the Finance Committee and Budget Committee meetings to present their request for grant funds.

**Duly passed by the City Council this 17<sup>th</sup> day of March 2009.**

  
Keith S. Mays, Mayor

Attest:

  
Sylvia Murphy, City Recorder