



## Fresno County Board of Supervisors

# ADMINISTRATIVE POLICY

## NUMBER 76

### Grants to Non-Governmental and Non-Profit Organizations from the General Fund

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Effective Date: June 5, 2018

#### **POLICY STATEMENT**

The County of Fresno Board of Supervisors may authorize grants to non-governmental and non-profit organizations from the County's General Fund, discretionary revenues, each year. This policy only applies to grants requiring one hundred percent general fund discretionary revenues. All grants must be approved by the Board of Supervisors and be made in compliance with all applicable County and State laws and procedures. All grants must be used for a valid public purpose.

In reviewing the request, the Board shall consider the impact and benefit to County residents and communities. The number of residents impacted, confidentially issues, the need for the program, prior grants to the organization and the relationship to current County programs should all be considered. All grants must be consistent with the County's Mission, Vision and Goals.

Grants funds may only be approved for one year. All grants must be considered and awarded during the County's annual budget process. To control the total Net County Cost impact of all grants combined, mid-year grants will not be awarded. The County Administrator shall develop an application process for qualifying organizations for consideration during the budget process.

The total of all grants to one organization may not exceed \$2,500 per fiscal year. The availability of grant amounts is subject to sufficient appropriations being made for such purposes during the budget process.

Prior to receiving grant funding, the grantee must execute an agreement with the County specifically designating how the funding will be utilized and how it relates to the County's Mission, Vision and Goals. At the completion of the grant award period, the grantee must also provide a detailed expenditure report that illustrates the actual expenditures funded by the award.

The following organizations and the listed amounts are exempt from the dollar limitation as well as the application process but will still be subject to budget approval and be required to submit a detailed expenditure report at the end of the grant period:

Veterans Memorial Museum \$20,000

Fresno Historical Society \$12,500

Big Creek Volunteer Fire \$2,500

Hume Lake Volunteer Fire \$2,500

Huntington Lake Volunteer Fire \$2,500

Mountain Valley Volunteer Fire \$2,500

Pine Ridge Volunteer Fire \$2,500

### **MANAGEMENT RESPONSIBILITY**

Each grant request should indicate if the program will be administered by the grantee or if the County will assist with the administration of the program. If the County will assist with the program, the department that would be charged with administration shall be consulted and draft procedures must be approved by the department head. The County Administrative Office should be consulted for direction, when necessary.

All grants must be given to the County Administrative Officer during the budget process to be included with the Requested Budget during Budget Hearings.