

RESOLUTION NO. 5089

A RESOLUTION CLARIFYING THE APPLICATION AND ACCOUNTING REQUIREMENTS FOR NON-GOVERNMENTAL CITY GRANTS.

WHEREAS, the City of Albany, during the annual budget process, is asked to provide City funds to assist non-City organizations in the provision of services to the Albany community; and

WHEREAS, City funds are principally obtained from taxation; and

WHEREAS, it is not the intent of the City Council to use taxpayer funds for charitable or religious purposes; and

WHEREAS, taxpayer funds can be used to fund grants to nongovernmental organizations if it can be demonstrated that the funds will be used for an appropriate governmental purpose which could otherwise be funded by the City of Albany; and

WHEREAS, in the last decade, Oregon voters have twice approved property tax reform initiatives that have placed new limitations on the City of Albany's property tax revenues and have also eliminated Albany's required apportionment of certain property tax revenues to parks & recreation services; and

WHEREAS, the Albany Budget Committee appointed a subcommittee to develop new application procedures and grant award criteria for nonprofit agency grants which are provided in Exhibit "A" attached hereto.

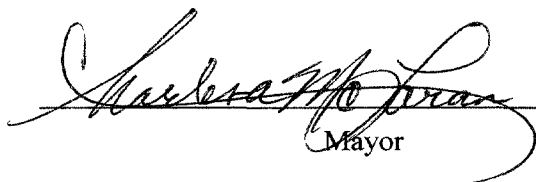
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Albany that no nongovernmental organization will be eligible for funding from the City of Albany unless it demonstrates in its application that any funds granted by the City will be used for an appropriate governmental purpose. "Appropriate governmental purpose" means services to the citizens of the city of Albany a recognized governmental function or a function proposed to be provided by the City of Albany; and

BE IT FURTHER RESOLVED that any recipient of City grant funds shall be required to submit to the City Manager a second quarter accounting no later than April 1 of the year following the grant and a final accounting on July 30 of each year following the grant showing how the granted funds were expended and the benefits achieved, using forms to be provided by the City; and

BE IT FURTHER RESOLVED, that no recipient of City grant funds will be eligible for subsequent or additional grants by the City of Albany unless it has complied with the accounting requirements set forth above; and

BE IT FURTHER RESOLVED, that any recipient of the City grant who is subsequently determined to have misrepresented any accounting of the required account information to the City of Albany shall be barred from consideration for future City grants for a period of not less than five (5) years.

DATED AND EFFECTIVE THIS 26TH DAY OF JANUARY 2005.

  
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Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

## **Exhibit A**

### **Review Criteria and Guidelines for Selection of NonProfit Agencies to Achieve City Objectives**

#### Preparation for Application and Selection Process:

- Through long-range and annual strategic planning and community dialog, the City Council defines prioritized issues and needs that will be addressed in the upcoming fiscal year—*January retreat*.
- City issues and priorities are announced to prospective applicants; applications are received, reviewed and evaluated by staff/commissions/council; preliminary recommendations are provided to Budget Committee—*January-March*.
- Based on prioritized issues and community needs, departments draft budgets, which are responsive to Council's service priorities and reviewed by the Budget Committee—*March-June*.

#### Review Criteria:

1. Does proposed service promote the Council's established priorities?
2. Is the applicant a legal nonprofit or nongovernmental organization with whom the City of Albany may contract for services?
3. Has the applicant completed the required application form and submitted requested information to the City by established deadlines?
4. Does the applicant have significant prior experience providing the proposed services?
5. Has the applicant demonstrated a capacity to immediately implement and sustain the proposed service?
6. Does the applicant's proposal present a cost-effective plan for the delivery of the desired services? Measures might include cost/unit of service, cost/benefit ratios, numbers of persons to be positively (directly and indirectly) affected, etc.
7. If the applicant has been a past recipient of City funding, was their performance satisfactory?
8. How does your proposal leverage the requested City funds with other resources?



4. What is the applicant's prior experience and expertise in performing the proposed program or work? Highlight any previous work for the City of Albany.
  
5. What do you believe makes you the most or uniquely qualified to receive City funding for this purpose?
  
6. How does this proposal address the Albany City Council's established goals and service priorities?
  
7. Please attach a budget that shows how the City's money will be spent. The budget should include such information as the cost of materials, labor, overhead, administration, transportation, and contract services, plus any additional expenses that are relevant. Be specific.
  
8. How does your proposal leverage the requested City funds with other resources? Identify the source(s) and amount(s) of other funding to be used in conjunction with City funds.



### Audit Authorization

The organization applying for this grant hereby agrees to provide the City of Albany, its agents, officers, employees, and auditors, access to all organization documents and records for five (5) years following the grant of any City funds to organization. The organization further agrees, that if funds are granted, City of Albany, its agents, officers, and employees, will, upon 24 hours' notice, be entitled to have access to and inspect any organization offices, locations, or facilities.

Should suitor action be instituted to enforce any term of this agreement, the prevailing party shall be entitled to an award of its reasonable attorney fees, including those incurred upon appeal.

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Name

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Title

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Date