

**RESOLUTION ADOPTING POLICIES AND GUIDELINES FOR
APPROPRIATING FUNDS FOR GROUPS AND ORGANIZATIONS
CARRYING OUT PUBLIC PURPOSES**

RESOLVED, that the Town of Huntersville (“Town”) does hereby adopt the following policies, guidelines and standards (“Guidelines”) whenever appropriating Town funds for non-profit corporations or similar entities (“Non-profit”):

1. It is intended that these Guidelines shall be for grants, appropriations or contractual agreements (hereafter, collectively referred to as “Grants”) made on an annual basis, which may be recurring or non-recurring funding.
2. Any Grant must be for a particular purposes which **MUST** be for a public purpose and which the Town would have the statutory authority to carry out directly and independently. In other words, if the Town would have no authority to directly carry out the purpose, then it cannot provide funds to a Non-profit for that purpose.
3. It is anticipated that such Grants will be determined as part of the annual budget process, although extraordinary circumstances may dictate that a Grant should be considered outside of the annual budget process, as determined by the Board of Commissioners. Applicants for Grants shall submit their written application for a Grant no later than March 1st of each year to be considered within the normal budget process for the ensuing fiscal year. Town may make its decision based on the application, or may request that the applicant supply additional information, either in writing or in person before the Board in open session. The application should provide detailed and specific information as to how these particular funds will be used, in order to ensure that such funds will be used for a qualifying public purpose.
4. These Guidelines are not intended for funding of on-going essential services, such as Fire and Rescue, solid waste collection, economic development and dispatch services, which funding shall continue to be determined by contractual agreement or by annual appropriation.
5. Grants made pursuant to these guidelines shall be primarily for the benefit of residents of the Town of Huntersville to provide a vital service that the Town does not presently provide (but would be authorized to do), or provide a more cost effective expedient delivery of such services, to supplement those services already provided by either the Town or County to a level deemed appropriate for the Town’s residents, or for promotion of events, tourism or additional economic development where any of these would have been appropriate for the Town to do.
6. Whenever the Town shall appropriate and fund Grants to any one Non-profit during any one fiscal year totaling One Thousand (\$1,000.00) Dollars or more, Town may, but is not required to, require the Non-profit to have an audit performed, at its expense, for that fiscal year to assure that the Grant funds were utilized for a public purpose in keeping with the Non-profit’s request for funds. If such audit is required, a copy of the audit shall be filed with the Town and with Office of the State Auditor. In lieu of such formal audit, Town may require any Grant recipient, regardless of the size of the Grant, to file a performance report with the Town as to the uses of the Grant funds.

7. Grant applicants must file with its application documentation as to its exempt tax status with any appropriate governmental unit (such as 501-C-3).

Adopted this ____ day of _____, 2016.

ATTEST:

John Aneralla, Mayor

Janet Pierson, Town Clerk

(SEAL)

Approve as to Form:

Robert B. Blythe, Town Attorney