



Community Services & Cultural Arts Grant Program

Council Policy
December 6, 2011

Rev: 12/6/2011
Rev: 2/3/2004
Adopted: 3/16/1993

The Laguna Niguel City Council recognizes the importance of the many human service, cultural and emergency assistance programs and organizations that serve community residents. As part of the annual budget process, the City Council shall appropriate such funds as it deems prudent and reasonable to award grants to non-profit community service organizations. Such funds will be held in reserve until specific funding requests and recommendations are reviewed and approved by the City Council.

A. Policy

1. Organizations must:
 - i. Provide services in Laguna Niguel for Laguna Niguel residents, and/or
 - ii. Provide services for students attending schools that serve Laguna Niguel residents.
2. Organizations must have a current non-profit status to be considered for funding.
3. Grants shall not be available to organizations who intend to directly or indirectly act as a conduit to provide the grant funding to other organizations. Grants to organizations that are primarily philanthropic in nature, i.e. those which do fund raising on behalf of other organizations, shall be considered restricted grants to be used solely for the purposes for which the grant was made. Exceptions may be granted if the organization can demonstrate that grant funds will be used by the requesting organization for a specific project benefiting Laguna Niguel residents.
4. Requests for funding for capital improvements and ongoing operation and maintenance activities shall generally not be awarded. Exceptions may be granted at the discretion of the City Council.
5. Applications may be submitted at any time prior to the annual submission deadline. Late applications will be held over to the next funding period.

B. Procedures

1. The City Council shall appoint two (2) of its members to serve on a Grants Subcommittee. The Grants Subcommittee shall review all applications and funding requests and present its recommendations to the full City Council.
2. Following adoption of the annual City budget and meeting of the Grants Subcommittee, the City Manager shall provide notice of grant awards.
3. The City Council shall consider the Subcommittee recommendations and approve final grant awards.