

VILLAGE OF LONG GROVE
RESOLUTION NO. 2018-R-09

**A RESOLUTION ESTABLISHING A
LONG GROVE COMMUNITY GRANT POLICY**

WHEREAS, from time to time, the Village of Long Grove includes funding in its annual budget for community matching grants, which the Village may award to not-for-profit and community organizations that undertake activities directly benefitting the Village and its residents ("**Community Grants**"); and

WHEREAS, the Village President and Board of Trustees have determined that it is in the best interests of the Village and its residents to establish a policy, as set forth in this Resolution, for the administration of the Village's Community Grants program;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LONG GROVE, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: **Recitals.** The foregoing recitals are hereby incorporated into and made a part of this Resolution as if fully set forth herein.

SECTION TWO: **Adoption of Community Grants Policy.** The Village President and Board of Trustees hereby adopt a policy for the administration of the Village's Community Grants program, as set forth in Exhibit A to this Resolution.

SECTION THREE: **Effective Date.** This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

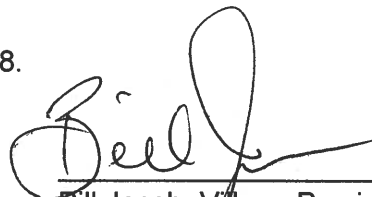
PASSED this 13th day of March, 2018.

AYES: (6) Trustees: Borawski; Kritzmire; Nora; and O'Connor, O'Reilly and Sarlitto.

NAYS: (0) None.

ABSENT: (0) None

APPROVED this 13th day of March, 2018.



Bill Jacob, Village President

ATTEST:


Amy Gayton, Village Clerk

EXHIBIT A

Community Grants Policy

Long Grove Community Grants Program

Depending upon available revenues, the Village of Long Grove may, from time to time, include funding in the annual budget for matching community grant requests (“Community Grants”). While it is not possible for every organization to receive funding, those that are in alignment with the Village of Long Grove’s goals and mission are given careful consideration. Community Grants are limited to not-for-profit and community organizations that undertake activities that directly benefit the Village and are located within the Village’s corporate boundaries. Funding requests that include a matching component are given strong preference. We welcome your ideas.

Funding

The Village of Long Grove Community Grants fund:

- Programs that provide activities available to all residents
- Programs that promote community involvement

Restrictions

There are a number of programs and activities that the Community Grants program will not support.

These include, but are not limited to:

- General operating support
- Capital and endowment campaigns (includes requests for infrastructure of any kind, equipment, etc.)
- Individuals
- Travel
- Event fundraisers or sponsorships
- Lobbying of any kind
- Organizations supporting Political purposes, including Political Action Committees (PAC)
- Activities supporting or promoting fraternal, veterans or religious beliefs.
- Organizations that discriminate on the basis of race, gender or sexual orientation/gender identity
- Salaries of existing staff

Annual Grant Cycles

The Village’s Fiscal Year is from May 1st through April 30th. Complete Community Grant applications must be submitted between January 1st and March 15th of each year. Grant requests that meet the eligibility requirements set forth in this policy may be included in the public hearing version of the draft village budgets and considered by the Village Board for approval as part of the annual budget on or before May 1st of each year. Receipt of a grant in prior fiscal years is not an assurance of renewal of a grant, and the Village Board reserves the right to limit funds available for Community Grants as it determines within its legislative discretion.

Quick Facts

Maximum Grant Term	12 months
Maximum Grant	\$10,000

Application

A Community Grant applicant must submit a written application in the form prescribed by the Village, which shall include the following:

- Applicant's name and contact information
- Description of proposed grant activities
- Project Budget Template, including \$ amount of overhead expenses.
- Financial Report
- W9 Form
- Due Diligence–Compliance Form (listing of five highest-paid employees and Board of Directors)
- Required registrations with the State of Illinois
- Organizations to provide the date that they were established and activities they have done in prior year(s.)

Grant Agreement

All Community Grant awards shall be subject to approval of the Village Board in its legislative discretion and shall be conditioned on the grant recipient's execution of a grant agreement in a form acceptable to the Village.