

2024/2025 City of Merced  
Community Funding Kickoff Meeting Recap  
Meeting date: Tuesday, June 11, 2024 – 2 PM

- \$50,000 is proposed in the city council's budget for 2024/25
- The City Council subcommittee will review proposals and determine funding amounts for each selected applicant.
- Proposals are due by 5 p.m. on Thursday, June 27<sup>th</sup>.
- Our mailing address is listed in the RFP.
- Nonprofit organizations must have a 501c3 status or a fiscal agent who can provide a 501c3 status for the project.
- Nonprofit organization must be based in the city of Merced.
- If you are representing an organization that has been awarded funding in prior years, you should consider this application or submission as a new project.
- The review committee will not have or rely on prior year RFP responses to review and compare.
- Please use the submission requirements as a guide:
  - Introductory letter
    - Use bullet points to identify sections.
      - Organization's name, primary contact, mailing address, physical address, phone number, and email address.
      - Mission, goals, and objectives
      - Address an understanding of the requested service.
        - For example, if your organization provides equine-assisted therapy to treat anxiety, ADAH, eating disorders, depression, list your mission, your program goals, and objectives.
  - Staff experience
    - List staff members who will operate the grant (if applicable). Tell the committee who they are and what they will accomplish.
  - Scope of Services
    - The RFP includes a "Scope of Services" work plan B
  - Program Budget
    - The RFP includes a "Program or Project Budget" worksheet C
  - Organizational Operating Budget – use worksheet D
- References
  - Minimum of three references from an established organization (please refer to the RFP for more details)
- Non-profit designation and locality
  - IRS Determination Letter
  - CA DOJ Registry of Charities –  
<https://rct.doj.ca.gov/Verification/Web/Search.aspx?facility=Y>

This is a reimbursable grant. Organizations are responsible for submitting detailed expense reports with corresponding receipts, on a quarterly basis.

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- City staff will send reminders via email prior to the end of each quarter, on or around September 15<sup>th</sup> for submissions by October 15<sup>th</sup>, December 15<sup>th</sup> for submissions by January 15<sup>th</sup>, March 15<sup>th</sup> for submissions by April 15<sup>th</sup>, and June 15<sup>th</sup> for submissions by July 15<sup>th</sup>.

Communication and correspondence:

- Email is required.
- We will, of course, answer your phone calls, however, we will follow up with an email.

Questions submitted:

- **What amount of funding will be available?**
  - A total of \$50,000 has been allocated for community funding projects, contingent upon budget approval.
- **How many awardees will there be?**
  - Allocation of awards is at the discretion of the committee.
- **In years past, it has been \$50,000 split up between many organizations leaving about \$5000 per grantee. Is this the case this year as well?**
  - The allocation of awards is at the discretion of the committee.
  - The determination is based on the quality and comprehensiveness of the proposal as outlined in the RFP.
- **Is 501(c)4 eligible? Under review by the City Attorney 6/12**
- **Can we use certificates from the State Assembly or State Senate as a reference letter?**
  - Yes.
- **Are there restrictions on the type of service an organization can provide?**
  - Programs and services should align with the scope of services listed in the RFP:
  - Programming for the general community, youth population, or senior citizens. Proposals may include development programs, sports and recreation, or new and innovative ways to enhance the quality of life in the City of Merced. Desired service elements for City of Merced residents include: • Target population enrichment •

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Development of training programs • Enhanced service delivery of  
current programs • Community events.

- **Are there types of service that have a higher priority?**
  - The committee will consider submissions that align with the scope of services listed in the RFP.
  - Programming for the general community, youth population, or senior citizens. Proposals may include development programs, sports and recreation, or new and innovative ways to enhance the quality of life in the City of Merced. Desired service elements for City of Merced residents include: • Target population enrichment • Development of training programs • Enhanced service delivery of current programs • Community events.
- **Please provide a list of prior grantees, to include vendor, amount, and scope of service.**

**2023/2024 Grant Recipients**

- Merced Lao Family Community -\$10,000
  - Hmong traditional music and cultural instruction
- Calvary Assembly of God – \$5,000.00
  - The Isaiah Project
- Merced County Nut Festival – \$5,000
  - 2023 Merced County Nut Festival
- Merced Youth Soccer Association - \$5,000.00
  - Help high school students prepare for college and career