



Goleta City Grant Application Guidelines

PURPOSE

Subject to funding availability, the City of Goleta may award grants up to \$10,000 to civic services, community projects, and public services that are of benefit to the residents of the City of Goleta.

ELIGIBLE SERVICES AND ACTIVITIES

1. All services and activities must benefit Goleta residents.
2. Services and activities must be sponsored by non-profit organizations or governmental agencies.
3. Categories of services and activities eligible for grants include:
 - a. Civic projects or services sponsored by Goleta community organizations
 - b. Cultural activities (e.g. music, art, dance, recreation, etc.)
 - c. Educational programs
 - d. Special events
 - e. Regional projects of benefit to Goleta residents
 - f. Public services (e.g. senior services, youth programs, health services, homelessness services, etc.)

APPLICATION REQUIREMENTS

Applications for a grant must be made electronically through the ZoomGrants program and include the following basic elements:

- Name and general purpose of the nonprofit or governmental agency sponsoring the proposed service or activity.
- Contact name and information for the grant application.
- Description of the project.
- Number of Goleta residents who would be served by the proposed service or activity.
- Proof of non-profit status.
- Two references who may be contacted regarding the proposed service or activity.
- If the activity is taking place at or within school grounds, application must state that permission and approval were received by the affected school.

Incomplete and paper application submissions will not be accepted.

REVIEW CRITERIA

Applications will be reviewed and funding determined based on the below criteria:

- To what extent does the organization’s mission or the project/program/service meet a Strategic Plan or General Plan goal?
- To what extent will the grant funds be utilized for the benefit of the residents of the City of Goleta and will the program or project clearly be able to demonstrate that the services provided are of benefit to Goleta residents? Is the applicant located in Santa Barbara County? (e.g. consider how many Goleta residents will be served by the applicant)
- Is the amount of funding requested appropriate/reasonable for the project/program/service?
- To what extent does the project/program/service satisfy an unmet or under-met need in the community?
- To what extent does the applicant or organization appear to be staffed and equipped to effectively carry out the project/program/service?
- Will the applicant’s program/project/event provide a service that the City does not or cannot provide?
- To what extent does the project or program further or advance the City’s Diversity, Equity, and Inclusion (DEI) goals? Is it committed to ensuring equity, inclusion, and access for all participants?

PROCESS AND GUIDELINES

- Grant applications may be submitted only during the open application period designated annually through release of a Notice of Funding Availability (NOFA). The NOFA application period will be open for a minimum of four weeks. **No late applications will be accepted.**
- Grant applications will be reviewed by one of the following groups:
 - City Council’s Grant Funding Review Standing Committee comprised of the Mayor and Mayor Pro Tempore and two City of Goleta residents serving as advisory members.
 - City Council’s Homelessness Issues Standing Committee comprised of two City Council members.
 - City Council’s Economic Development and Revitalization Standing Committee comprised of two City Council members.
 - The Parks and Recreation Commission, consisting of seven members of the public approved by City Council.
- Recommendations of the Committees and Commission will be forwarded to the City Council for final approval of funding awards.
- The City Council will take final action on award of all grants.

RESTRICTIONS AND LIMITATIONS

Grant funds shall not be used for political campaigning purposes or activities. Grant recipients (and affiliates) shall not endorse, fundraise, campaign or otherwise support or oppose a candidate for a City of Goleta elected office. Furthermore, grant funds shall not

be used for religious activities. Grant funds will not be awarded to individuals, only to non-profit organizations and/or governmental agencies.

COMPLIANCE

All grant recipients are required to sign a grant agreement. Per the agreement terms, grant recipients are expected to provide an end-of-year report demonstrating how the funds benefited the Goleta community. The recipient may be requested to make a presentation before a Committee or at a City Council meeting or workshop. If funds are not expended in accordance with the approved purposes, the organization will be required to refund the amount of funds. Failure to provide proper documentation may jeopardize any future funding. City of Goleta reserves the right to conduct an audit and/or require additional back-up information to substantiate how funds received from the City were expended.

Applications may be located at www.cityofgoleta.org. Questions regarding the Goleta City Grant Program may be directed to Shanna Dawson, Management Analyst, at sdawson@cityofgoleta.org or (805) 690-5126.