

Town of Somerset
Grant-Making Policies and Procedures

The Town of Somerset occasionally may award grants to community organizations and agencies for special projects or programs that benefit Town residents. The following policies and guidelines are intended to assist in identifying potential recipients, purposes, and conditions under which such grants may be considered.

Projects will be favored which:

1. Benefit a broad spectrum of town residents and stand to have significant community impact.
2. Benefit groups or classes of residents who are in need of special assistance, such as those known to be dependent and /or inadequately served.
3. Represent a one-time need involving novel, start-up, or unusual circumstances that are unlikely to be ongoing or routine or which would qualify as maintenance. Some awards may be spread over more than one fiscal year.
4. Are consistent with the goals, needs, and priorities outlined in the town's Comprehensive Plan and/or Comprehensive Parks and Recreation Plan.

Applicant organizations will be favored who:

1. Are legally constituted, nonprofit, tax-exempt, and fiscally responsible.
2. Are known to demonstrate adherence to charitable and published objectives, and to enjoy the moral, social, and/or financial support of the community.
3. Practice nondiscrimination across economic and cultural subgroups, and avoid giving unfair advantage or disadvantage to individuals or groups on the basis of arbitrary, unacknowledged, or hidden criteria.
4. Make maximum use of volunteers and donated services or materials.
5. Can document ongoing efforts to expand and publicize services beyond the target population, and to include the general public whenever possible.

Procedures:

Applications are available from the Town Clerk. Depending on the nature of the proposed project, a preliminary hearing and review by an appropriate town committee, e.g., Park and Recreation Committee, may be required. The application, along with any committee report and recommendation, will be forwarded to the Town Board. Attendance and formal presentation by representatives of the applicant organization at the appropriate meetings is recommended.

Date approved by Town Board _____