

**Title: FCSS, Recreation and Arts & Culture Grants**

**Policy No: 1203**

**Approval: County Council**

**Effective Date: January 1, 1994**

**Revised: September 19, 2006**

**Supersedes Policy No:**



**Policy Statement:** To establish guidelines for requests for donations from organizations or individuals who reside within Woodlands County.

1. The Woodlands County Community Services Committee will categorize funding requests as FCSS, Recreation or Arts & Culture.
2. Priority will be given to FCSS programs that educate and assist in the promotion of healthy families, programs that enhance quality of life and programs that provide early intervention.
3. Priority will be given to Recreation and Arts & Culture programs that are orientated to children and youth. Consideration of adult program funding requests may be considered at the Committee's discretion.
4. Preference is given to groups and organizations that are non-profit and can also demonstrate other fundraising efforts and funding sources.
5. Demonstration of appropriate contribution by participants for Recreation and Arts & Culture programs must be shown (e.g. membership fees, registration, etc.).
6. Funding requests for event hosting will be considered but funding requests for personal expenses will not be considered (e.g. travel, lodging, food, etc.).
7. Funding Requests for donations should be short and submitted in written form and include the following:
  - An outline of the project or event for which the donation is being requested and the expected outcome,
  - The amount being requested together with a total budget or projected cost of the event or program,
  - The previous years' financial statements.
8. The Committee has the right to request any additional information before making funding decisions.
9. The following applicants will be considered ineligible for funding: individuals, churches and fundraisers acting on behalf of professional organizations.
10. The Committee has the right to refuse any request.
11. Funding will be granted on a one-time basis only with no continual support guaranteed.

12. For consideration in the upcoming budget year, applications must be received by October 15, prior to the upcoming budget year.
13. All funding recipients must provide an accounting of expenditures of funds by April 30 of the following year.