



GUIDELINES FOR THE FUNDING OF NON-PROFIT AGENCIES

Presented by

Rachael Nygaard

Strategic Partnerships

Presentation for Board of Commissioners Meeting, 11/5/19



BUNCOMBE COUNTY



OBJECTIVES

Strategic Partnership Grants:

Respond to Commissioner request for updated Strategic Partnership Grants funding process

Guidelines for the Funding of Non-Profit Agencies:

Refine the Commissioner resolution establishing countywide guidance for non-profit funding



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Timeline:

- Applications open in Dec; Due in Feb (no late applications)
- Funding aligned to fiscal year, runs July – June



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Budget:

- Prior to opening annual applications, confirm previous year funding as grant budget
- Designate any portion of the grants to be earmarked for specific goals (e.g. community centers)



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Projects:

- Align grants to focus areas/goals in County strategic plan
- Distribute funding to projects equitably across all districts (balanced portfolio)
- Prior to making awards, conduct legal review to confirm that all projects meet a public purpose that County has authority to spend funds on



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Eligibility:

- Limit funding to only non-profit organizations that have been in active operation for a minimum of 2 years
- Limit grant funding to 3 years for a single project
- Limit funding to less than 30% of annual agency budget



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Grant Awards:

- Performance contracts with clear scope of work & individualized measures
- Contract monitoring of fiscal and program performance
- Performance reporting in online dashboard



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Grant Committee:

- 9-member committee of community volunteers to review applications and recommend grant funding
- 3-year staggered terms
- Members apply to & are appointed by Board of Commissioners (3 members per district)
- Representation of each of the Board's strategic focus areas: Environment; Education; Economy; Well-being
- Clear conflict of interest policies



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Grant Review:

- Standardized online application form
- Open process - Publish all materials online & hold committee meetings open to the public
- Include a presentation/interview for finalists
- Committee reviewers score proposals independently in online grant software
- Utilize a standardized, points-based scoring system



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Scoring Criteria:

- Alignment to Commissioner goals (strategic plan)
- Public purpose & community need
- Impact & cost effectiveness of model/project design
- Project plan is clear, measurable, achievable
- Demographics of client population (including location/District)
- Performance outputs, outcomes & demonstrated success
- Extent and quality of community partnerships & collaborations
- Leverages other funding and/or community connections
- Organizational financial health & sustainability
- Connection to other County funding/contracts



STRATEGIC PARTNERSHIP GRANTS:

Recommendations

Motion:

- Approve updates to Strategic Partnership Grants Process as presented:
 - A. Timeline, Budget, Projects & Eligibility
 - B. Grant Committee, Review & Criteria



OBJECTIVES

Strategic Partnership Grants:

Respond to Commissioner request for updated Strategic Partnership Grants funding process

Guidelines for the Funding of Non-Profit Agencies:

Update the Commissioner resolution establishing countywide guidance for non-profit funding



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- WHEREAS, Buncombe County has multiple grant programs for providing public funds to non-profit agencies; and



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- WHEREAS, this Board acknowledges that funding provided through County Government belongs to all citizens of the County, and must be balanced with the requirement to fund core services and maintain a reasonable tax rate; and



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- WHEREAS, in 2008 the Board adopted a Resolution Setting Guidelines for the Funding of Non-Profit Agencies (Resolution #: 08-04-02") and amended said Resolution in 2013 (Resolution #: 13-05-01"); and



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- WHEREAS, these resolutions established specific requirements for non-profit organizations receiving public funding from Buncombe County, and this Board desires to revise and restate the criteria that shall apply to all non-profit organizations receiving grant funding from Buncombe County, regardless of the grant program through which such funding is provided; and



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- WHEREAS, this Board is of the opinion that it is in the best interests of the citizens and residents of the County to establish a process and procedure that shall apply to all non-profit organizations receiving grant funding from Buncombe County, regardless of the grant program through which funding is provided.



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Buncombe as follows:

1. For the purpose of this resolution, non-profit agencies are defined as organizations classified as tax exempt by the Internal Revenue Service (e.g. charitable organizations, churches/religious organizations, and private foundations).



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

2. All grant funding to non-profit organizations shall be awarded through a published, well-defined, accountable process, to include conflict of interest procedures.
3. Specific eligibility criteria shall be defined for all grant processes. Projects must meet a public purpose and fall within County authority to fund per NC General Statutes, and all expenses must be allowable within grant criteria.



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

4. Grant awards shall be administered via performance contracts, to include a scope of work that defines services, deliverables and reporting measures.
5. Contracts shall be monitored and evaluated by the contracting department throughout the year. Approval of renewal grant funding requests shall be contingent on meeting performance criteria.



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

6. In addition to the standard contract expectations for all organizations doing business with the County, non-profits must also:

- a. Open their books for the contracting department;
- b. Submit copies of annual IRS tax filings (Form 990s); and
- c. Submit annual financial statements based on a tiered structure, consistent with industry standard practice:



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- **Audit:** Organizations with annual revenues of \$300,000 or greater must submit financial statements audited in accordance with generally accepted auditing standards.
- **Review:** Those with revenues between \$100,000 and \$300,000 must submit financial statements reviewed in accordance with applicable Statements on Standards for Accounting and Review Services (SSARS).



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

- **Compilation:** Those with revenues of less than \$100,000 must submit non-disclosure financial statements compiled in accordance with applicable SSARS.
- Non-profit agencies may request a waiver to use **other third-party provided documents** (e.g. bank statements to support profit & loss and balance sheet)



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

7. County Commissioners will not serve on any board or organization seeking funding from County Government unless said service is a requirement through legislation or legal agreement.

8. Any prior resolutions or parts thereof of the Board in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.



NON-PROFIT FUNDING RESOLUTION:

Resolution Establishing Revised Guidelines

Motion:

- Approve Resolution Establishing Revised Guidelines for the Funding of Non-Profit Agencies

