Non-Profit Community Support Fund Program Review and Approval Process

- Applications must be received by 4:00 pm on the due date (Friday, August 15th,2025); Incomplete or late applications will not be accepted
- All application questions must be answered, and supporting documentation must be included with the signed application, guidelines acknowledgment, and terms of conditions acknowledgment
- A person with authority must sign and date the application
- Applications must provide a complete description of the service or project. There must be a clear connection to the City of Citrus Heights and community benefit. *Staff may request additional information to assist in determining eligibility*
- All activities must occur within the Citrus Heights city limits
- Funding must not be regarded as a recurrent commitment from the Council. There is no guarantee that a recurring project will be funded. *Funding is limited*
- Submission of an application is not a guarantee of funding
- Applicants will be notified of the funding decision following the City Council meeting or City Manager review.
- Applicants will receive funding within two weeks of successful award.

Funding Approval

All Nonprofit Community Support Fund requests will be reviewed by staff, then by the City Council Quality of Life Committee for a recommendation, and then by City Council at a public meeting for final determination.

Approved by City Council January 11, 2024