

**PROPOSED AMENDMENT**  
**by Finance Committee**  
**09/14/22**

Proposed by:	Assemblyman J. Burnham
Attorney Review:	09/13/2022
Vote:	<input type="checkbox"/> Aye <input type="checkbox"/> Nay <input type="checkbox"/> Absent

**MUNICIPALITY OF SKAGWAY, ALASKA**  
**RESOLUTION NO. 22-31**

A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA, AMENDING RESOLUTION 20-43R PROVIDING A POLICY FOR COMMUNITY FUNDING GRANTS.

WHEREAS, Resolution 22-16R repealed Resolution 20-45R, effective on December 31, 2022; and

WHEREAS, this resolution will further clarify and refine the process for providing and awarding community funding grants.

NOW, THEREFORE, BE IT RESOLVED by the Borough Assembly of the Municipality of Skagway that Resolution No. 20-43R providing a policy for community funding grants is hereby amended as follows:

NOW, THEREFORE BE IT RESOLVED, that the following policy is established for Community Funding Grants, effective for FY23 and for future community funding grant applications after FY23:

A. GENERAL GUIDELINES

1. A maximum of four percent (4%) of General Fund expenditures in the annual municipal budget may be allocated for Community Funding Grants. The source of this funding shall be a transfer from the Sales Tax Fund, and shall be in accordance with SMC 4.08.070(A)(5) Limitations of use of tax proceeds.
2. No grantee shall receive more than ten percent (10%) ~~or greater than twenty five thousand dollars (\$25,000)~~ of the total funds allocated each fiscal year for Community Funding Grants, not to exceed thirty thousand dollars (\$30,000). ~~of the funds allocated each fiscal year for Community Funding Grants, per application. A maximum of 3 applications per grantee will be considered each fiscal year.~~
3. Grant funding requests larger than \$5,000 shall not exceed fifty percent (50%) of the project/program cost. For example, if the total project requires \$20,000 of funding, the Municipality shall only grant up to \$10,000.
4. Grant funding requests smaller than \$5,000 shall only be subject to Section B, ELIGIBILITY #4 and #5, and Section C, FUNDING INELIGIBILITY #6, and Section E, INELIGIBLE PROJECTS AND EXPENDITURES.
5. Grantees must submit a report at the end of the fiscal year, detailing the use of the grant funding, and any funds distributed to the recipient that remain at the end of the fiscal year must be returned to the Municipality of Skagway.

B. ELIGIBILITY

To be eligible for a municipal grant, applicants must:

1. Be a not-for-profit or non-profit incorporated organization or a registered charitable organization that has been in operation for a minimum of one year.
2. Be governed by a community-based volunteer Board of Directors.

3. Agree to be subject to review and audit by the Municipality of Skagway. Such audits could result in a request for reimbursement.
4. Extend services to the general public of the Skagway Borough.
5. Demonstrate fiscal responsibility and sustainability.
6. Agree to comply with all federal, state and municipal laws to use the funds in a manner that is not discriminatory.

#### C. FUNDING INELIGIBILITY

The following entities are not eligible for Community Grant Funding:

1. Individuals;
2. For-profit organizations;
3. Local, state, federal, or tribal government entities;
4. Entities with political affiliations;
5. Entities that intend to provide grant funds to others;
6. Entities whose activities or outcomes are inconsistent with the Municipality of Skagway values or goals, as determined by the Finance Committee.

#### D. PROJECT ELIGIBILITY

Eligible projects/programs must:

1. Be accessible to everyone;
2. Have a budget separate from the grantee's operating budget;
3. Benefit the citizens of the Municipality of Skagway;
4. Include significant volunteer involvement;
5. Be sustainable beyond the support of the municipal grant.

#### E. INELIGIBLE PROJECTS AND EXPENDITURES

Ineligible project and expenditures include:

1. Programs for which other levels of government have legislated responsibility for funding;
2. Deficit reduction expenses;
3. Costs related to fundraising activities;
4. Food or beverage costs, contingency, or miscellaneous costs;
5. More than fifty percent (50%) of the budget of the project/programs.
6. Administrative funding beyond 3 years.

#### F. AWARD PROCEDURE

1. Grant applications shall be due to the Treasurer on an open-ended basis.
2. After the fiscal year budget is adopted by the Assembly, the Finance Committee shall consider all applications received by the submission deadline and vote to award grant funding.
3. The Finance Committee has the sole discretion to award grant funding, subject to Assembly approval of the annual budget. ~~subject to approval by the Assembly.~~ The decisions of the Finance Committee are not appealable and not subject to any further review by the Assembly. ~~not subject to any review other than the Assembly for approval of any awards.~~

**BE IT FURTHER RESOLVED THAT** this resolution shall be effective immediately upon adoption.

**PASSED AND APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2022, by the Assembly of the Municipality of Skagway, Alaska.

\_\_\_\_\_  
Andrew Cremata, Mayor

ATTEST:

\_\_\_\_\_  
Steve Burnham Jr, Borough Clerk

(SEAL)