

Policy Number P-2026-05-02	Title Outside Funding Policy	
Adopted May 4, 2026	Adopted by Village Council	# of Pages 2

Policy for Outside Community Partnership Funding

Purpose:

The Village of Marvin, on an annual basis, provides grant funding to community partners and/or non-profit agencies so that they may provide services needed for Marvin residents. This support is directed to those agencies focused on community education, environmental sustainability, beautification, historical preservation, and care for Marvin senior citizens to name a few. To be efficient and fair, the Village uses the following process and general guidelines:

- Schools, Colleges, Universities, and Religious Institutions are not eligible.
- Organizations must join the Village of Marvin Community Partnership Program (Letter of Request Form) and sign the Community Trust Pledge.
- Organizations requesting grant funds must also complete the Application Process for Fiscal Year Funding (July 1 - June 30th annually):
 - Applications will open **June 1st each year**. Eligible non-profit agencies will be able to apply for grant funding.
 - Deadline for applying for non-profit agency funding is **August 1st**. Proposals need to be sent to the Village Clerk.
 - Proposals will be given to Council for review, in their agenda packet. Agencies will need to attend the **September Regular Meeting** and present their proposals to Council. Village Council will vote on projects and determine agencies and award amounts during that meeting.
 - Once funds are awarded, projects must be completed by **May 1st of that fiscal year, unless an exception is requested and granted**.
 - Any agency who receives funding is required to report to the Village of Marvin on how the funds were dispersed. The deadline to submit this report each Fiscal Year is **May 30th**.

Program Grant Requirements:

- Organizations receiving grants must be an entire HOA (active or inactive), a group of homes (subdivision not in an HOA), Commercial Development, OR a North Carolina non-profit with tax-exempt status under Section 501 of the Internal Revenue Code, 501(c)(3). A copy of the applicant's IRS determination letter for tax-exempt status must be provided to the Village. 501c3 organizations must maintain their non-profit status by filing IRS reports, including Form 990, as appropriate.
- Non-profit agencies must serve the Village of Marvin and meet a public purpose that the Village has statutory authority to provide. The non-profit agency must be experienced in delivering that service. It is not required that non-profits are physically located within the Village limits, however priority will be given to those located within the Village.

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- All organizations must have a Board of Directors. Non-profit agencies must have 501(c)3 status. All Community partners awarded funding, must provide the Village of Marvin with appropriate accounting measures, in compliance with the Local Government Budget and Fiscal Control Act, to ensure accountability.
- Community Partners may request any amount between \$250 to \$2,500 for a service project or program that explicitly serves Marvin residents or the public good. The maximum amount of funding available is determined each year by the Village Council in their annual budget.
- The number of agencies funded may change each year, there is no limit on the number of agencies that can qualify and apply.
- Any agency who receives funding is required to report to the Village of Marvin on how the funds were dispersed and the measurable impact. The deadline to submit this report each Fiscal Year is May 30th. Report template will be sent by the Finance Director to award recipients.
- Failure to report on dispersed funds by the deadline may exclude the organization from eligibility to apply during the next fiscal year.
- All grantee organizations shall be in compliance with applicable Federal and State laws and regulations prohibiting discrimination on grounds of race, color, national origin, disability, religion, or sex in both employment practices and in the provision of facilities and services to the public.

Funding Restrictions:

Grant funds may not be used for the following expenditures:

- Deficit reduction or deficit-related expenditures
- Principal and/or interest on loans, fines, or litigation costs
- Food or beverages for hospitality or entertainment functions
- Fundraising events
- Contingency funds
- Lobbying expenses
- Staff Salaries

Sample Projects:

- Landscaping
- Trail improvements/maintenance
- Weeding, mowing or cleanup
- Butterfly or Pollinator Gardens
- Education Series/Workshops
- Special Events
- Community Gardens
- Dog Waste Stations
- Tree Plantings
- Community Art
- Murals
- Benches
- Stream clean-up
- Litter Sweeps
- Wildlife Habitats
- Beautification projects

Questions should be directed to the Finance Director by email or by calling 704-843-1680.