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Title: CITY COUNCIL PRESENTATION - FY 2016-17 SAN PABLO COMMUNITY FOUNDATION ANNUAL COMMUNITY GRANT PROGRAM RECIPIENT FINANCIAL REPORT AND PRESENTATION TO CITY COUNCIL

Sponsors:

Indexes:

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Attachments: 1. FORM - Recipient list 2016-2017.pdf, 2. Financial Report Requirement Ltr. (Final) 030617.pdf

Date	Ver.	Action By	Action	Result
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PREPARED BY: LATANYA FISHER

DATE OF MEETING: 04/10/17

SUBJECT:

CITY COUNCIL PRESENTATION - FY 2016-17 SAN PABLO COMMUNITY FOUNDATION ANNUAL COMMUNITY GRANT PROGRAM RECIPIENT FINANCIAL REPORT AND PRESENTATION TO CITY COUNCIL

CITY MANAGER RECOMMENDATION

For Informational Purposes Only

COMPLIANCE STATEMENTS

Amenities/Quality of Life - San Pablo Community Foundation Grant Program / Special Event & Program Activity Funding (Non-profit, 501 c3) is an adopted policy item under the FY2015-17 Priority Workplan, effective October 1, 2016

CEQA Compliance Statement

This is not a project as defined by CEQA

BACKGROUND

The financial reporting requirement under the adopted FY 2016-17 San Pablo Community (SPCF) Grant program guidelines requires all grant recipients to provide both a written and verbal financial summary report to the City Council on the disbursement of the grant award approved by the City Council on June 22, 2016.

Attached is a list of FY 2016-17 Annual San Pablo Community Grant Program recipients that were notified on March 6, 2017 to submit financial reports to the City Manager’s Office by April 3, 2017, and required to be present this evening to provide a final financial verbal summary report. (See Attachment)

A total of 17 organizations were notified via US Mail and email to submit financial reports to the City Manager's Office. A total of 14 organizations submitted their required financial reports by the required deadline of April 3, 2017. One Organization, The Watershed Project submitted their required written financial summary on April 5, 2017 (after the deadline). A compilation of the financial reports will be provided to City Council prior to the scheduled Council meeting and will also be available at the City Manager's office for public view.

The special meeting format has been scheduled to accommodate all presentations from the FY 2016 -17 grant award recipients who complied with the City's grant program financial reporting requirements. All verbal presentations should be limited to 5 minutes in duration for each recipient in attendance.

Per the adopted City Council policy, failure of grant award recipients to provide written and verbal financial reports to the City Council will make current recipients ineligible for subsequent FY2017-18 SPCF Grant program consideration. All future grant award recommendations would be made by the SPCF Grant Award Committee and approved by the City Council.

FISCAL IMPACT

None associated with this project.

Attachments:

- 1) List of FY 2016-17 Annual San Pablo Community Foundation Grant Recipients
- 2) Notification Letter dated March 6, 2017