Agenda Submittal

Agenda #:	6	**Status:**	Consent Calendar
Type:	Non-County Contributions	**Department:**	Board of Supervisors
File #:	17-382	**Contact:**	Stephen Hallett, 784-2974
Agenda date:	6/6/2017	**Final action:**	6/6/2017
Title:	Authorize the County's contribution of $500 from the General Fund contribution allocated to District 2 to benefit the Benicia Community Action Council		

Governing body:	Board of Supervisors	
District:	District 2	
Attachments:	1. Minute Order	

Date	Ver.	Action By	Action	Result
6/6/2017	1	Board of Supervisors	Approved	

Published Notice Required?   Yes _____   No _X_
Public Hearing Required?   Yes _____   No _X_

DEPARTMENTAL RECOMMENDATION:

Supervisor Brown requests that the Board of Supervisors authorize the County's contribution of $500 from the General Fund contribution allocated to District 2 to benefit the Benicia Community Action Council.

SUMMARY/DISCUSSION:

During the FY2016/17 Budget Hearings, the Board appropriated $5,000 to allow District 2 to support community service programs. As explained below, an additional $4,000.00 was allocated to District 2. District 2 now recommends the distribution of $500 of this funding benefit Community Action Council.

The Benicia Community Action Council is a 501(c)3 non-profit organization founded in 1967 to provide services to the economically disadvantaged in Benicia. Through dedicated volunteers and an experienced professional staff, a broad range of services are offered.

Guidelines for Grant Funding Requests:

During the 2016/17 Budget Hearings, the Board appropriated $25,000, $5,000 to each supervisorial district, to allow Board members to support community service programs. An additional $4,000 was allocated for this purpose to District 2 to ensure that Supervisor Brown, who assumed office in January, was able to donate the full $5,000.

The Board directed County Counsel to provide guidelines on how to recommend funding for qualifying agencies or programs. The guidelines are as follows:

1) Each supervisor must submit the proposed expenditure to the County Counsel and the Auditor/Controller for initial review.
2) The Board must approve the expenditure by a majority vote.

3) The Board must determine that the expenditure is for a public purpose.
4) The Board may authorize an expenditure of public funds to a nonprofit organization so long as the County retains ultimate control over the exercise of judgment and discretion of the intended program.
5) To ensure accountability, all expenditures are subject to periodic audit by the Auditor/Controller; and
   a) If the recipient provides an activity, program or service ("activity"), it shall provide an activity report within 30 days of the activity that states the number of persons attending (if applicable) or participating activities carried out, feedback from participants (if applicable) and benefits of the activity. The recipient's failure to provide a report may result in its being considered ineligible for future funding.
   b) If the recipient is purchasing property or making improvements, it shall use the funds for only the specified purposes and allow representatives of the county to inspect and/or audit the purchase or the contractor's performance, the facility or the portion improved with the funds and/or the records pertaining to the expenditures. The recipient shall retain for inspection and audit purposes any and all books, receipts, documentation and other records of the expenditures for three (3) years from date of receiving funds.

FINANCIAL IMPACT:

This expenditure is included in the District 2 FY2016/17 budget.

ALTERNATIVES:

The Board could choose not to authorize this expenditure. However, this is not recommended as this item is consistent with Board policy.

OTHER AGENCY INVOLVEMENT:

This report was prepared in coordination with the County Administrator's Office, County Auditor-Controller's Office and County Counsel.