



**City of Baldwin Park  
Measure BP Stakeholders Oversight Committee (SOC)**

**COMMUNITY EMPOWERMENT GRANT  
Youth Sports Organizations  
(Non-profit)  
PILOT PROGRAM**

This form provides a statement of guidelines and criteria for awarding Community Empowerment Funding grants through Measure BP Funds. Community Empowerment Funding is intended to augment the efforts of nonprofit organizations to benefit residents in the City of Baldwin Park. This program is to channel requests through an application review, thereby ensuring that all requests are evaluated consistently to enter into agreements for specific measurable services and to ensure that recipients are held accountable for providing the agreed upon services within the specified time frame.

Requests for funding received from non-profit organizations involved in the support of youth sports and formally organized as 501(c)(3) within the City of Baldwin Park will be considered during a specified period. Due to limited resources, not all requests can be funded. It is not the intended to fund each request received but rather to review each proposal and provide funding to those non-profit organizations, specified above, which most effectively serve the needs and improve the well-being of the residents of the City of Baldwin Park.

There will be no roll-over of the budgeted funds for the Community Empowerment Funding Grant Program (within the City's operating budget) from one fiscal year to another. Any funds that were not allocated to a nonprofit organization by the end of the fiscal year will be returned to the Measure BP Fund.

The Project/Program must benefit the general community of Baldwin Park residents. Community Empowerment Funding grant shall not exceed \$5,000 per organization per fiscal year.

Community Service Funding is limited to organizations that have completed the Internal Revenue Service (IRS) process to become a 501(c)(3), nonprofit organization. Formal nonprofit status must be up-to-date and submitted as requested on the Application. Applicants must be in good standing. Nonprofit organizations may apply for funding only if the Project/Program serves a public purpose and follows the laws governing use of public funds.

**Eligibility**

To be eligible for funding:

- A Nonprofit with 501(c)(3) status form
- Providing a youth sports service that have Baldwin Park youth residents
- The organization's mission must be in support of youth sports.
- Organization must be formally registered as a non-profit 501(c)(3)
- The organization must be run and operated primarily by volunteers.
- Request for Grant can be for equipment, supplies, travel for a tournament, special training, upkeep of the facilities/field.
- Maximum amount of grant to an organization shall be \$5,000.

Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 50% of the grant.

Receipts and proof of payment shall be required for all reimbursements.

Time to expend the grant funds shall be within the fiscal year from the time of award.

Organizations cannot include as part of the funding request:

- Salaries
- Scholarships to high school or college students
- Debt

Applicants who sign the Application enter into a written agreement with the City that specifies the responsibilities of the organization with respect to the use of the Community Empowerment Funding grant; Funds will be disbursed on a reimbursement basis, with the provision for an advance payment option of up to 50% of the grant; expenses will be documented and the organization must provide a full accounting of expenditures to substantiate that City funds were spent appropriately. Additional records may be requested by the City to ensure the funds were (or will be) used appropriately. All selected Applicants will have to enter into an indemnification agreement to release the City from liability for any activity performed pursuant to the Community Empowerment Funding grant, 70 % of participants must be youth residents of Baldwin Park.

Receipts and proof of payment shall be required for all reimbursements.

Time to expend the grant funds shall be within the fiscal year (July 1 - June 30) from the time of award.

Submission of this application in no way obligates the City of Baldwin Park to award a grant.

The City of Baldwin Park reserves the right to reject any or all applications, wholly or in part, at any time, without penalty.

Name of Non-Profit Organization:		501(c)(3) Certification attached:		
Address:		City:	State:	Zip Code:
Name of Contact:		Phone No.:	Email:	
Contact's Address <i>(if different from above)</i>		City:	State:	Zip Code:

### FUNDING REQUEST

Amount Requested (not-to-exceed \$5,000):	No. of Residents Servicing:
<b>Reason for Request</b> (please explain in detail your request for funding and how it will benefit the Baldwin Park residents.):	

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

Submit Applications to: Office of the Chief Executive Officer  
 Attn: Shirley Quiñones  
 In-person: 14403 E. Pacific Ave, Baldwin Park, CA 91706  
 Email: squinones@baldwinpark.com

Questions: Shirley Quinones at (626) 960-4011 ext. 466