



City Council Discretionary Funds Grant Program

Included in the 2025 Budget, the Evans City Council allocated \$21,000 to be used for programs or services which promote the vision and priorities of the City Council. In order to get more beneficial use of the funds, a Discretionary Funds grant program has been established to provide supplemental funding to local non-profit organizations that serve the Evans community. This program encourages organizations to continue to offer innovative services that enhance the quality of life for the citizens of Evans.

To qualify for consideration of funding, the non-profit organization does not have to be geographically located within the Evans city limits but must demonstrate the value their organization provides to Evans residents. All awarded grants shall comply with the adopted Financial Policies for the City of Evans.

Grant Notification

The 2025 grant funding cycle will be advertised in the *Evans Express*, on the City's Facebook page and other applicable social media platforms, and on the City of Evans website.

City Financial Policies

- 1. General Budget Policies (Section A) – subsection 13:** Grants to non-profit or community organizations – The City of Evans may provide grants to qualified non-profit or community organizations that provide services within the City of Evans. **A grant may not exceed \$10,000 per organization per year.**

- 2. Budget Preparation (Section B) – subsection 11:** When grant funding is available per City Council direction, groups requesting grants from the City of Evans shall provide the following:
 1. A description of services provided within the City.
 2. Current year organizational budget summary identifying revenues and expenditures.
 3. Financial statement for most recently completed fiscal year.
 4. List of Board of Directors and key officers, or active volunteers; and
 5. Demonstration of non-profit status.

Program Requirements

For the 2025 grant funding cycle, the grant application window will open November 22, 2024 and remain open until 11:59pm MDT on December 31, 2024.

To be considered for funding, applicants must submit a complete application package for the Discretionary Fund grant program via email to info@evanscolorado.gov. Hard copies may be submitted to Customer Service/Utility Billing at Evans City Hall located at 1100 37th Street. Incomplete application packets will not be considered.



A completed application packet must include:

1. Completed grant application.
2. Copy of non-profit documentation.
3. Financial statement for most recently completed fiscal year.
4. Prior year recipients must provide documentation of how grant funds were utilized.

Award Notification

Grant recipients will be notified of the status of their funding request via email following the January 21, 2025 City Council meeting. The City of Evans reserves the right to reject any and all grant funding applications.

City Contact / Questions

For questions regarding the City Council Discretionary Fund Grant program, please contact Kurtis Cunningham, Assistant to the City Manager, at 970-475-2290 or email kcunningham@evanscolorado.gov.