

FORSYTH COUNTY GOVERNMENT

FY26 Community Grants Information Session

FORSYTH COUNTY
GOVERNMENT CENTER

Tuesday, October 8th at 1p

County Grant Staff

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WHAT TO EXPECT...

- Overview of Adopted Community Grants Policy
- Overview of 2026 Community Grants Application
 - Award Period: July 2025 – June 30, 2026
- Frequently Asked Questions (Q&A)

WHAT NOT TO EXPECT...

- Answers to Questions for Current FY25 Awardees (July 1, 2024 through June 30, 2025
 - Please send questions via email or send a calendar invite

INTRODUCTION

- As a part of annual budget, Forsyth County provides funding for non-profit agencies to provide community services to Forsyth County residents. This funding, was called “Special Appropriations,” is for a period of one year.
- Forsyth County Community Grants = Special Appropriations
- Prior to FY25, Forsyth County did not have a formal policy for Community Grants
- June 2024 - The BOCC requested that staff propose a formal process for Community Grants (like ARPA)
- September 19, 2024, the BOCC Adopted a Formal Policy for Community Grants

OVERVIEW OF ADOPTED COMMUNITY GRANTS POLICY

Purpose and Coverage

I. Purpose

The purpose of this policy is to promote partnerships between Forsyth County and nonprofit organizations for the benefit of Forsyth County residents to cooperatively support and maintain a community which is safe and healthy, convenient and pleasant to live in, with educational, cultural and economic opportunities for all.

II. Coverage

The policy, upon adoption by the Forsyth County Board of Commissioners, shall be applicable to all requests for support from nonprofit organizations that align with County services and serve the citizens of Forsyth County.

Overview:

County will consider applications from non-profits that align with County's Mission (Policies and Goals)

Eligibility

a. Eligibility

Organizations serving Forsyth County are defined as those having 501(c) designations and meeting the legal requirements of the State of North Carolina, the Internal Revenue Service (IRS), and the County of Forsyth *and* will use locations within Forsyth County limits for requested project's primary service place, have an office in Forsyth County, serve Forsyth County residents, and conduct requested project's activities and programs in Forsyth County.

Overview:

Funding should service Forsyth County Residents and non-profits must prove eligibility in application.

Eligibility Assessment

Applicants must answer “yes” and show proof for all to be eligible:

- Does the organization have a 501(c) designation?
- Is the Organization registered with North Carolina Secretary or State?
- Did the organization file its most recent Form 990 with the Internal Revenue Service (IRS)?
- Will the organization use locations within Forsyth County limits for requested project’s primary service place?
- Does the organization have an office in Forsyth County?
- Do all grant funds serve Forsyth County residents?
- Does the organization conduct requested project’s activities and programs in Forsyth County?

General Funding Assistance

b. General Funding Assistance

The Community Grant (CG) Funding Policy is intended to provide time-limited funding for qualified agencies that provide services the County is legally permitted to fund. Funding awarded in one year is not a guarantee of future funding. Agencies should refrain from requesting support for indirect, administrative, or ongoing expenses. Requested funding should align to a *direct* project or program expense. The requested funding cycle must be noted on the original application.

Priority will be given to applications that most closely align with Board of Commissioner priorities established in each funding cycle.

Overview:

Funding is time-limited (July 1 – June 30) and for services that County is legally permitted to fund. Funding is for Program Expenses Only.

Frequently Asked Questions

Q: Can a nonprofit use funding for a Capital Request?

A: No. Funding is for Program or Direct Project Expenses only. As of September 19, 2024, Forsyth County no longer funds general operating cost (general administration cost, ongoing expenses, or indirect cost) via Community Grants.

Q: Are program related salaries, okay?

A: Yes. Program Salaries/Wages are acceptable. Not general administrative salaries (Ex: Executive Director or other Director/Executive related positions).

Funding Amount

c. *Funding Amount*

As part of budget planning, a percentage of the General Fund budget may be set aside for Community Grant investments. The Board of Commissioners will finalize funding amounts upon adoption of a budget ordinance prior to the start of the fiscal year. Agencies should note that Community Grant funding is not guaranteed and even a slight economic downturn might require a reduction or withdrawal of County support.

Overview:

Total amount of funding available is not identified until budget planning (March – June). Funding is not guaranteed, and even a slight economic downtown might require a reduction or withdrawal of County support.

Frequently Asked Questions

Q: Is there a specific amount non-profits can ask for?

A: No. There is no minimum or maximum for request. However, I do encourage non-profits to use their best judgement when submitting request.

Q: What was the maximum amount awarded in FY25?

A: The maximum awarded was \$385,000 and the minimum awarded was \$5,200. Total funded in FY25 was \$1.8M.

Visit Website: https://forsyth.cc/special_appropriations.aspx

Application Process

d. Application Process

Applications will be available October through November of each fiscal year on the Forsyth County website and advertised through the county's various media platforms. Grants will be approved during an April/May Board of Commissioners meeting with awards effective July 1.

Not less than two weeks prior to the application opening, staff will conduct an orientation and training session with potential applicants to ensure understanding of and adherence to County funding and applications requirements.

| Date | Timeline |
|------------------------------|---|
| October 14 – November 18 | Open Application Period |
| November – January | Staff Review & Board Consideration |
| April/May | Grants Approved during BOCC Meeting |
| June 6, 2025 – June 30, 2026 | Possible Adoption of Budget Ordinance |
| July 1, 2025 – June 30, 2026 | Term of Service for all approved programs |

Application Process

The applications will collect information related to the following:

- (i) How well the mission and services of the organization match those of Forsyth County.
- (ii) A tax I.D. number is required.
- (iii) The application must also include tax exempt documentation, current annual certified audit if application is over \$100,000, and a board member roster to ensure compliance with applicable laws.
- (iv) Applicants will be required to list other sources of revenue that have been requested to support the project.
- (v) The type of service(s) provided, the estimated number of residents to be served, the general socio-economic characteristics of residents to be served, outcomes to be achieved, and specific metrics that can be used by the County to evaluate the success of the service(s) funded by the County and their desired outcomes.
- (vi) Summary of applicant's experience level with the proposed program or service to provide, including key achievements and milestones with specific quantitative outcomes, as well as the impact on the target audience supported by quantitative data.

Frequently Asked Questions

Q: How do I how apply?

A: All applications will be submitted via Neighborly by 5pm on November 18, 2024. Applications submitted after 5pm will not be considered.

<https://portal.neighborlysoftware.com/forsythcountync/Participant>

Q: Can I request a paper application?

A: If for any reason you are not able to complete Neighborly application and request a printed application, the complete application and attachments will need to be submitted to Ilesha Carter – Budget Analyst by 5pm, November 18, 2024 to be considered.

Recommendation Process

After staff reviews applications that successfully meet the Completion Review and Eligibility Review requirements, recommendations will be made by Subject Matter Experts. Subject Matter Experts are typically representatives of the department most closely affiliated with the services proposed by each organization.

The Subject Matter Expert's recommendation is reviewed by the County Manager and presented to the Board of County Commissioners for their consideration.

Overview:

Prior to the adoption of policy application were given directly to BOCC for review and consideration. Going forward, recommendations by staff will be reviewed by County Manager and presented to BOCC for consideration.

Frequently Asked Questions

Q: Will BOCC only see staff recommended programs?

A: No. BOCC will be presented all submitted applications (eligible and non-eligible) as well as county recommended applications.

Q: Does staff decide who receives funding or BOCC?

A: Staff provides recommendations to the BOCC and the BOCC makes the ultimate decision who receives funding.

Distribution of Funds, Reporting and Compliance

V. Distribution of Funds, Reporting and Compliance

An agency must enter into a contract with the County prior to receiving funding approved by the Board of Commissioners. The contract will describe, among other items, the services to be provided, the funding distribution schedule, the expenditure and performance reporting requirements, and other terms and conditions. Funds distributed by Forsyth County may only be spent as indicated in the nonprofit application for which the funds were awarded, or as otherwise approved by the Board of County Commissioners. Forsyth County funding distributed to nonprofit organizations may not be used for political activities. Funded organizations will require on-site monitoring visits by County Staff as well as subjected to a comprehensive County internal audit.

Funding distribution and expenditure and performance reporting will be based on the following:

- a. Payment of funds will be distributed on a monthly reimbursement basis for costs actually incurred and paid in accordance with the approved budget and for performance of the approved activities.
- b. If an organization is facing economic hardships and unable to operate on a reimbursement basis, they may qualify for an advancement. To be considered for advancement, a Financial Hardship Letter is required and Proof of Hardship.

Distribution of Funds, Reporting and Compliance

- c. Use of funds will be reported through monthly Performance and Expenditure Reports
 - (i) Performance Reports should prove Measures and Outcomes (Examples: Surveys, Assessments, Evaluations, News Articles, Event Flyers, Sign-in Sheets, Enrollment Forms, Client Data Reports).
 - (ii) Expenditure Reports will include: Invoice to County, Receipts totaling to Invoice, Financial Statement showing revenue and the source, and line-item expenditures compared with the approved budget.
- d. Reports may be reviewed by the Internal Audit Department.
- e. Forsyth County reserves the right to recapture funds not utilized according to this policy.

APPLICATION

FAQS

Frequently Asked Questions

Q: If denied funding in a past fiscal year for a program, is it advisable to not submit the request again?

A: No, please reapply. Each year is evaluated independently of any prior funding decisions.

Q: Where can I find more information about Community Grants?

A: Visit Forsyth County website.

https://forsyth.cc/special_appropriations.aspx

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