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POLICY TITLE: MICRO-ENRICHMENT GRANTS
POLICY NUMBER: 4050

COMMITTEE APPROVAL DATE: 02/13/2018 **WRITTEN/REVISED BY:** K. LAWSON
BOARD APPROVAL DATE: 02/28/2018 **SUPERSEDES:** 07/22/2015

POLICY:

4050 It is the policy of the Beach Cities Health District (“District”) to support large and small health initiatives based on fund availability.

4050.1 Policy 4050 enables the community to access support for small, project-based health initiatives called Micro-Enrichment Grants (MEG).

GUIDELINES:

4050.2 Each year the BCHD Board of Directors may choose to allocate funds for Micro-Enrichment Grants during the budget adoption process.

4050.3 The MEG provides up to \$5,000 per request in any fiscal year. The request must be processed through the MEG Form provided by the Chief Executive Officer’s office. Requests must meet the criteria established within the scope of the District Mission and Board Adopted Health Priorities. Allocated funds will be released in two funding periods to be designated each year. Applicants must apply through this competitive process in one of these two windows to be considered for funding. Applications received outside of the application period will not be considered. Multiple projects may be bundled on one application not to exceed \$5,000.

4050.4 Recipients should not assume that there exists an entitlement to financial assistance nor that similar funding will be available in future years. Recipients should not assume that past funding guarantees funding in future fiscal years.

4050.5 Individual meetings regarding grant applications between a grant applicant and District Board members, CEO or District staff outside of the District’s established grant awards process are prohibited.

Criteria:

4050.6

4050.6.1 Individuals or groups requesting MEG must be legal residents of or provide services to residents in the three Beach Cities.

4050.6.2 Funding cannot in any way be related to fundraising activities.

4050.6.3 Funding cannot be related to the general operating budget of the applicant organization.



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4050.6.4 Funding cannot be replacement funds so that a project's current funding can be shifted to other programs of the applicant.

4050.6.5 Funding cannot be for basic research, defined herein as the pursuit of knowledge without immediate practical program or human application.

4050.6.6 The project must impact the health of the community within the scope of the BCHD health priorities.

4050.6.7 The applicant must complete the MEG application form in its entirety for consideration. Incomplete applications will be returned.

4050.6.8 The applicant must sign an agreement and submit a final summary report at the completion of the project.

Funding Determination

4050.7 The MEG application will be processed by the administration of BCHD within agency procedures. Consideration will be given contingent upon the availability of funds, community health priorities, and ability of the applicant to effectively administer the project. At no time will an application be considered as an agreement to fund any project. BCHD may award less than the requested funding amount. Awards of less than \$5,000 do not imply that the applicant organization has any remaining balance for future applications.

EXCEPTIONS:

4050.8 The Chief Executive Officer is the only person authorized to make exceptions to this policy.



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POLICY TITLE: CONTRACTS FOR PUBLIC AGENCY SERVICES
POLICY NUMBER: 5010

COMMITTEE APPROVAL DATE: 09/20/2017 **WRITTEN/REVISED BY:** K. LAWSON
BOARD APPROVAL DATE: 09/27/2017 **SUPERSEDES:** 07/22/2015

POLICY:

5010 It is the policy of the Beach Cities Health District (“District”) to promote health and wellness in the communities of Hermosa Beach, Manhattan Beach and Redondo Beach. In order to accomplish this goal, the Beach Cities Health District provides funding to public agencies (i.e., school districts and cities) through contracts that provide health-related services that have been identified as a need in those communities. Contracts are performance-based and ongoing with a renewal process to assess program performance and quality. Contracts are awarded based upon evidence of program effectiveness, existing need and alignment with District health priorities.

GUIDELINES:

5010.1 The funding allocation is approved by the Board of Directors as part of the annual District budget process.

5010.2 Contracts with public agencies will be for specific services that fall under District health priorities and within its funding allocations as approved by the Board through the budget process.

5010.3 All contracts are on a performance reimbursement basis. Contracts may be multi-year, with an annual contract renewal process that assesses program performance and/or compliance based upon the scope of service.

5010.4 Recipients will submit to an annual review conducted by District staff.

5010.5 Recipients should not assume that there exists an entitlement to financial assistance nor that similar funding will be available in future years. Recipients shall not assume that past funding guarantees funding in future fiscal years.

5010.6 Public agencies may submit a contract proposal. Contracts will be considered by the Board of Directors through the annual District budget process. The Board of Directors reserves the right to decline or accept contracts upon fair consideration in accordance with these policies. Once contracts are approved, the Board reserves the right to determine the amount of funding to be awarded. In addition, the Board reserves the right to seek additional information as necessary to make their funding determinations.

5010.7 Contract proposals may be deemed ineligible for consideration of District funding if funds have been designated for any of the following: endowments; expenses related to fundraising or lobbying of public officials or other political purposes; basic research, defined herein as the pursuit of knowledge without immediate practical program or human applications; sectarian purposes; individuals; or replacements funds so that a project’s current funding can be shifted to other programs of the agency.**5010.8** Contract awards shall be posted on the District’s website.

5010.9 This policy shall be reviewed annually.



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EXCEPTIONS:

5010.10 The Chief Executive Officer is the only person authorized to make exceptions to this policy.



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POLICY TITLE: 5040
POLICY NUMBER: Grants for Non-Profit Agencies

COMMITTEE APPROVAL DATE: 09/20/2017 **WRITTEN/REVISED BY:** K. LAWSON
BOARD APPROVAL DATE: 09/27/2017 **SUPERSEDES:** N/A

POLICY:

5040 It is the policy of the Beach Cities Health District (“District”) to promote health and wellness in the communities of Hermosa Beach, Manhattan Beach and Redondo Beach. In order to accomplish this goal, Beach Cities Health District provides funding to non-profit agencies (i.e., 501(c)3 status) through grants that provide health-related programs that address an unmet need in those communities. Grants are time-limited and project or program-based. Grants are awarded based upon evidence of program effectiveness, existing need and alignment with District health priorities.

GUIDELINES:

5040.1 The funding allocation is approved by the board of Directors as part of the annual District budget process.

5040.2 Grants with non-profit agencies will be for specific programs or program areas that fall under District health priorities and within its funding allocations as approved by the Board through the budget process.

5040.4 All grants are on a performance reimbursement basis.

5040.3 Recipients will submit to an annual review conducted by District staff.

5040.4 Recipients should not assume that there exists an entitlement to financial assistance nor that similar funding will be available in future years. Though grant recipients are eligible to re-apply for grant funding in future fiscal years, recipients shall not assume that past funding guarantees funding in future years.**5040.5** A grant application form shall be made available to applicants. Grant applications will open for a competitive process and may be submitted prior to the adoption of the following year’s fiscal budget. Grant awards will be considered by the Board of Directors through the annual District budget process. The Board of Directors reserves the right to decline or accept applications upon fair consideration in accordance with these policies. Once applications are approved, the Board reserves the right to determine the amount of funding to be awarded. In addition, the Board reserves the right to seek additional information as necessary to make their funding determinations.

5040.6 Grant applications may be deemed ineligible for consideration of District funding if funds have been designated for any of the following: endowments; expenses related to fundraising or lobbying of public officials or other political purposes; organizations intending to “pass-through” or re-grant District funds to other organizations; basic research, defined herein as the pursuit of knowledge without immediate practical program or human applications; sectarian purposes; individuals; or replacements funds so that a project’s current funding can be shifted to other programs of the applicant.



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5040.7 Individual meetings regarding grant applications between a grant applicant and District Board members, CEO or District staff outside of the District's established grant awards process are prohibited.

5040.8 Grant awards shall be posted on the District's website.

5040.9 This policy shall be reviewed annually.

EXCEPTIONS:

5040.10 The Chief Executive Officer is the only person authorized to make exceptions to this policy.