

	TOWN OF MILLS RIVER	Policy Number:
	Town Funding of Nonprofits Policy	Adopted on: 07-12-07 Amended on: 04-10-25

PURPOSE

The purpose of this policy is to promote partnerships between the Town and general nonprofit organizations for the benefit of Mills River residents, to equitably and efficiently allocate resources to strengthen community organizations, and to provide a process that is fair to each request.

COVERAGE

This policy, upon adoption by the Town Council, shall be applicable to all requests for financial support from those non-profit organizations.

POLICY

Eligibility: Organizations serving Mills River are defined as those with a 501(c)(3) designation; is a group which regularly comes together for purposes of promoting, providing or supporting services, and is one which is described in one or more of the following:

- 1) Uses a location within Mills River's corporate limits for its primary service place;
- 2) Has an office in Mills River;
- 3) Has a majority of Mills River residents in its service population;
- 4) Conducts a majority of its activities and programs in Mills River;
- 5) Is a regional organization which focuses a significant program in Mills River, but otherwise conduct business and operations outside of Mills River.

Applications will be available at Town Hall. Non-profit organizations that have received money in a previous year must still submit an application for funding in the current year.

2. **General Funding Assistance:** Organizations may apply to the Town of Mills River for operating funding assistance, specific program costs, or for capital items necessary for successful execution of their mission in accordance with N.C.G.S. 160D-1311. The Town may also support non-profits that qualify under §160A-487, §153A-233, §160A-488, §160A-49, §131E-7, §153A-248, and §153-437. As with all funding appropriations, Town Council action is required for approval of all nonprofit funding actually awarded.

3. **Funding Amount:** The Town shall allocate ABC revenue funds for non-profit support requests. Town Council may designate further funds as part of the budget process. Requests received during the budget process will be given priority consideration for funding.

4. Funding Criteria: Applications submitted by eligible non-profits will be maintained by the Town Manager's office and will be aimed at collecting information related to the following:
- a. The number of Mills River citizens directly served by the organization (generally, the larger the number of Mills River citizens served, the greater the value to the community, but only benefiting a few individuals does not necessarily eliminate it from the possibility of being considered for funding);
 - b. How well the mission and services of the organization match those of the Town of Mills River;
 - c. How long the general nonprofit organization has been in existence;
 - d. Whether or not an organization received funding in a prior year will not be a determining factor in the recommendation process. Each year is evaluated independently of any prior year funding decisions. Therefore, an award one year is not a guarantee of funding in any future year(s);
 - e. Details on how the money is being used to directly impact Mills River citizens.

5. Application Process: Completed applications will be reviewed by Town Staff before being presented to Council with any recommendations. Staff may recommend annual reporting, submission of additional documentation or other items that would support funding the request.

6. Funding Decisions: Applications received are open to the public and may be viewed at Town Hall. Any adjustments that the Town Council makes to the recommended funding amounts included in the proposed budget can be made as part of the budget approval process. All agencies requesting funding will be notified of Town Council's final funding decisions following the regular meeting in which the application is considered. Town Council reserves the right to deny any request for any reason.

7. Funding Distribution: Funds will be distributed as determined by Council when the application is considered.

8. Funding Usage: Funds distributed by the Town of Mills River may only be spent as indicated in the nonprofit application for which the funds were awarded. Proof of the respective expenditures including actual receipts may be requested as verification by the Town. Funds received from the Town of Mills River are not to be used to fund political activities.