



## **TITLE**

Community Grant Program Policy

## **RECOMMENDATION**

Adopt a Resolution approving the updated Community Grant Program Policy.

## **CONTACT**

Alexandra Ikeda, Deputy City Manager

## **BACKGROUND & ANALYSIS**

The City of American Canyon has a longstanding history of supporting local nonprofit organizations that provide programs, services, and events enhancing the quality of life for residents. The Community Grant Program Policy (Attachment 2) was originally adopted by the City Council on March 21, 2020. As part of the Parks and Community Services (PCS) Commission's Fiscal Year 2025/26 Work Plan, the Council tasked the PCS Commission to review and update the policy.

At its August 14, 2025, meeting, the PCS Commission began its review of the Community Grant Program Policy. During that Discussion, several questions arose that required Council's direction.

On September 2, 2025, staff presented these questions to the Council, seeking clarification on award authority, funding amounts, residency requirements, allowable uses of funds, and grant period. Incorporating the Council's feedback, staff prepared an updated draft policy and returned to the PCS Commission.

On September 11, 2025, the PCS Commission reviewed the revised draft and requested several additional changes, including: 1) adding a non-discrimination requirement to the policy; 2) making the application narrative based, consistent with other grant programs (to be implemented outside the policy); and 3) requiring applicants to list their Board of Directors and primary contacts on the application.

Staff joins the PCS Commission in recommending the City Council approve and adopt the updated Community Grant Program Policy (Attachment 1).

## **Next Steps**

Upon adoption of the updated Community Grant Program Policy, staff will share the policy with American Canyon nonprofits and solicit applications, with the goal of completing the review and awarding funds at the December 16, 2025, Council Meeting.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Organizational Effectiveness: "Deliver exemplary government services."

## **FISCAL IMPACT**

The Fiscal Year 2025/26 Budget includes a \$30,000 appropriation for the Community Grant Program.

## **ENVIRONMENTAL REVIEW**

15378(b) - The action is not a "Project" subject to the California Environmental Quality Act ("CEQA") because it does not qualify as a "Project" under Public Resources Code Sections 21065 and 21080 and in Section 15378(b) of Title 14 of the California Code of Regulations.

## **COMMUNICATION**

Level 2: Targeted Communication

Information about the updated policy will be shared with American Canyon nonprofit organizations directly. These groups will be invited to apply for the grant program once opened.

## **ATTACHMENTS:**

1. [Resolution - Updated Community Grant Program Policy](#)
1. [Exhibit A - Community Grant Program Policy](#)
2. [Existing Community Grant Program Policy](#)