

City Council Discretionary Funds Request Policy

This policy describes the discretionary funding policies and procedures of the Cudahy City Council.

A. Definitions

a. **Discretionary Funding** - Discretionary funding is an appropriated amount of funds in the City's annual budget allocated to a Member of the City Council. Each Council member receives an annual budgeted amount to serve different public benefit purposes. Availability of discretionary funding is subject to change.

b. **Discretionary Funding Categories** - Include but are not limited to local needs within the City.

c. **Community service(s)** - Activities, programs, or initiatives that directly benefit the residents of the City. These services address local needs such as public health, safety, education, social services, environmental improvement, or cultural and recreational opportunities. Community services must be accessible to all members of the public and contribute to the overall well-being of the community. Specific categories may be further developed through Council practice over the years and are subject to change.

d. **Public Benefit** - All public funds must be used for a public purpose. In general, a public benefit is defined as an activity or service that is open and accessible to all public members regardless of race, gender, sexual orientation, religious affiliation, etc., without restriction.

e. **Appropriate Allocations** - It is appropriate for the City to allocate public funds as follows; When an entity complements or enhances a service that the City also provides; When there is an identifiable secondary or indirect benefit to the City.

B. Disbursement and Use of Funds

a. Once approved, funds must be used as specified in the request.

b. Funds are not allowed to be made payable to an individual. Funds can only be payable to non-profit, community group, school or business.

c. All funding requests and disbursement shall abide by the City's existing purchasing guidelines as stipulated in Chapter 3.16 of the City's Municipal Code.

C. Eligibility Standards (*)

To be eligible for funding the requestor:

a. Must be located within the City of Cudahy's jurisdiction or provide community service (s).

b. Must be a recognized entity under the rules of the California Franchise Tax Board, Secretary of State and Federal Internal Revenue Service, if applicable;

d. Must have a current Cudahy Business License, if applicable;

*(Other requirements can be established by the granting Council Member.)

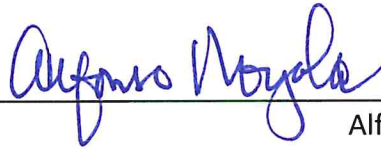
The City Clerk will determine if the eligibility information presented meets the aforementioned standards.

D. Request and Approval Process

a. The requesting parties shall submit a completed application (Exhibit A) via email to cityclerk@cityofcudahyca.gov, or in person at City Hall (attention City Clerk).

b. The City Clerk will notify the awardee in an email response whether the request is approved or denied within 30 days. The allocation of funds is not based on a "first come, first served" basis; rather, allocated discretionary funds will be based on their assessment of community needs and priorities.

c. If approved, the City Clerk will contact the awardee for additional information and/or supporting documentation needed.



Alfonso Noyola
City Manager, City of Cudahy

Date Signed: 01/14/2025