



# Community Project Grant *Funding Application*

City of Madras - 125 SW E Street, Madras, OR 97741  
541-325-0307, [bmcnamee@ci.madras.or.us](mailto:bmcnamee@ci.madras.or.us)

**Instructions:** This funding application is two pages and only the application will be accepted, no attachments or additional information are permitted upon submission. Due date of application is March 23, 2016 by 3:00 p.m. to Finance Director submitted via mail, email, or hand delivery. Attendance is required to be eligible for funding at the first budget committee meeting scheduled for April 14, 2016 at 5:30 p.m. at City Hall Council Chambers, 125 SW E Street, Madras. Presentations have generally been restricted to 3-5 minutes per application. Available funding is limited. The intended use of these funds is to adhere to the original ballot measure and City Ordinance #694 as described below. It is also the intent of the City Council to use these funds within Jefferson County to ensure dollars are being spent local, or are promoting a local event that benefits the local population. Disbursement of funds is not permitted until July 1, 2016, contingent upon adoption of the annual budget. Funds awarded are required to be expended between July 1, 2016 through June 30, 2017. In the event funds are not expended during the timeframe, the City would encourage the grant recipient to refund unused dollars to assist with future community projects.

**History/Background of Funding:** The City of Madras established a 6% transient occupancy fee in 1982. The ballot measure read, "Funds collected pursuant to this tax will be used for economic development of the Community." Jefferson County's enabling ordinance 34-82 reads:

*"Funds collected pursuant to this ordinance will be distributed to the general fund of the City...Taxes will be used by the respective jurisdiction to encourage economic growth, but is not limited to being spent within said jurisdiction. Economic growth means, but is not limited to promotion of Fair Board, airport, Industrial Site, Chamber of Commerce, parks, libraries, schools and like entries." (sic)*

In August 21, 2001 the City Council adopted Ordinance #694 that initiated an additional 3% of transient occupancy room tax to be collected for a total 9% assessment. Section 20 of Ordinance #694 reads, "Funds collected pursuant this ordinance will be distributed to the General Fund of the City." The record and minutes clearly show that the City wanted to retain its authority and discretion for use of funds to not bind future Councils, and to use the budget process for annual allocation.

## CONTACT INFORMATION

Organization: \_\_\_\_\_  
Primary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
Email: \_\_\_\_\_

## REQUEST DETAILS

Project Title: \_\_\_\_\_

Project Type (check all that apply):  Education  Economic Development  Community Outreach/Event

Project Description and intended use of the funds: \_\_\_\_\_

How many individuals do you anticipate will be impacted by the use of these funds: \_\_\_\_\_

How many children (18 years and younger) will be impacted by the use of these funds: \_\_\_\_\_

How do you intend spending these funds (list budget details, or include other partners if needed):

Date funds are needed: \_\_\_\_\_ Date Project is anticipated to be completed: \_\_\_\_\_

**Disclaimer:** Upon project completion, it is expected that a notice to the City Council submitted in writing via mail, email, or hand delivery will be made to confirm that the project was funded and carried out as awarded. Maintaining communication to the status of how funds are expended will impact potential future grant awards if dollars are not spent on intended purposes. If the organization submitting this Community Grant application understands and agrees to this disclaimer, please check the box and sign/type below:

Agree

\_\_\_\_\_  
Agreed by (sign or type name): Date:

Amount Requested: \_\_\_\_\_

Any additional details please include in the space below:

<i>For Office Use Only:</i>	
Date Application Received:	_____
Date Application Awarded:	_____
Amount Awarded:	_____
_____ Programmed:	207-207-520-1217
_____ Un-programmed:	207-207-520-1218