

Information for prospective volunteers to the **Nonprofit Citizens Advisory Board**

RESOLUTION NO. 22-1542, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF RED BANK,
TENNESSEE ESTABLISHING A CITIZENS' ADVISORY BOARD TO ASSIST WITH NONPROFIT ENDEAVORS
THROUGH THE CITY OF RED BANK

The Red Bank City Commission understands that strong nonprofits make vital contributions to supporting and enhancing our city, and particularly when assisting members of our community in a time of need. Further, high-functioning nonprofits often deliver services quickly, efficiently, and effectively and often with an impact vastly greater than the dollar amounts may initially indicate. Therefore, a portion of the City of Red Bank's American Rescue Plan Act (ARPA) funds is set aside for Nonprofit Endeavors. The guidance below is established to operationalize this Commission goal:

- Establish a Nonprofit Citizen Advisory Board (**Board**). This was accomplished by Res. No. 22-1542.
- The Board, under the guidance of the City Manager, shall:
 - o Establish eligibility criteria and scoring criteria for award of microgrants to eligible nonprofits on an annual basis,
 - o Evaluate and make recommendations, thru the City Manager, to the Red Bank Commission for award of microgrants to eligible nonprofit applicants within budget limitations (the budget is currently established at \$50,000 for three years, for a total of \$150,000),
 - o Perform this process annually for FY 24, FY 25, and FY 26.
 - o It is estimated the Board will meet 3-4 times annually and require 90 minutes each meeting, preceded by approximately 90 minutes of preparation for each meeting, for a total expected time commitment of about 12 hours annually, spread across 3-4 meetings annually.
 - o The above is only an estimate of the time commitment and the Board may decide differently once it is convened.

Practically speaking, here is what is anticipated:

- 1) The Board is formed,
- 2) The Board establishes nonprofit eligibility criteria and scoring guidelines
- 3) The City solicits for nonprofit microgrant applications,
- 4) The Board evaluates applications and makes recommendations, thru the City Manager, to the Red Bank Commission for award of microgrants to eligible nonprofit microgrant applicants
- 5) This process is repeated annually for FY 24, FY25, and FY26.

Questions may be directed to the City Manager at 423.877.1103