



## 2026-2027 FUNDING GUIDELINES - Grants Advisory Commission

<b>History and Purpose</b>	The Citizens' Benefit Fund ("CBF") was established on June 4, 1993 with the proceeds from the sale of Roseville Community Hospital. Each year up to ninety percent of the interest from these funds may be distributed to non-profit organizations. The purpose of the Citizens' Benefit Fund is to assist in improving the quality of life for the <b>citizens</b> of the <b>City of Roseville</b> .
<b>Funds Available</b>	The Roseville Grants Advisory Commission has approximately <b>\$279,940</b> . (subject to change based on final number) in the CBF to distribute to agencies "to improve the quality of life for the citizens of the City of Roseville". CBF funds are limited, and demand is high. The City is looking to fund a limited number of high impact projects and programs that support collaboration and result in measurable outcomes.
<b>Eligibility</b>	<p>Non-profit 501(c)(3) or 501(c)(4) organizations and private schools, serving citizens of Roseville are eligible to apply. Private schools may not receive direct benefit from public funds (see, below).</p> <p>Grants will not be made to organizations or for projects or activities that discriminate on the basis of race, religion, color, national origin, ancestry, physical or mental disability, military or veteran status, medical condition, marital status, age, sex, sexual orientation, or any other legally protected status or characteristic. Grants will not be made for religious or sectarian activities.</p> <p>Applicants who failed to submit a Final Report from the prior funding year (2024-2025 funding cycle) are not eligible to apply during the 2026-27 funding cycle.</p>
<b>Targeted Maximum Awards</b>	<b>There are no maximum funding awards.</b> Private Schools and Parent Teacher Club's PTC's, Preschools, Booster Clubs, etc. should submit <i>only one application per school site</i> .
<b>Disqualification</b>	The Grants Staff Liaison makes the final decision based upon the written materials submitted by your organizations. <b>Applications submitted without required and complete documents will be disqualified.</b>
<b>Private Schools</b>	Funds will not be made directly available for private schools (a private school is any school not under the exclusive control of the officers of the public schools; public charter schools are generally not private schools), unless it is clear that any benefit to a private school is, at most, merely an "incidental" or "indirect" effect, and the direct benefit is improving the quality of life for the citizens of Roseville. For example, a private school passing through funds to provide food security to its students who are citizens of Roseville has no real benefit to the private school itself, providing direct benefit, though, to our citizens.
<b>Public Documents</b>	All grant applications and material submitted to the City become public documents and are available to the public for review. If you would like a specific portion or your application to be kept confidential, please notate (type-in) the section as "CONFIDENTIAL" and the City Attorney's office will review your request. Examples of documents that may qualify include those with reference to trade secrets or home addresses of Board Members. Staff will endeavor to contact the applicant within 10 days of submittal of a request for confidentiality to provide a response to the request. If funds are awarded, each applicant will be required to enter into a grant agreement acceptable to the City Attorney's Office prior to receiving the funds, and that grant agreement is a public document.
<b>City Projects</b>	Due to the limited amount of funding in the community and the high level of local need for qualifying projects, City projects and programs will not qualify for funding. "City projects" is inclusive of capital expenditures, alterations, modifications, construction, City public works projects, etc. directly involving City property, land, and facilities; also inclusive of any activity in which the City would be considered a project lead or require

	<p>active City staff participation to facilitate the project, beyond normal permitting, entitlement, and planning/building processing for applications submitted thereto. (Certain exceptions <i>may</i> exist on specific facts arising out of City property leased to another party and subject to the terms of the lease.)</p>
<b>Roseville Business License</b>	<p>The Roseville Municipal Code requires anyone conducting business within the City of Roseville to have a current business license on file with the City of Roseville. This includes non-profits doing business or providing services in Roseville. Forms are available at the Finance counter in the Roseville Civic Center. The City of Roseville may waive the license fee for non-profit organizations however there is a \$1.00 State fee that will be collected. <b>An active Roseville business license is required for a complete application. Applicants without a business license will be disqualified.</b></p>
<b>State Prevailing Wage Laws</b>	<p>All Works of Improvement within the State of California that receive public funds in an amount greater than \$1,000 are subject to prevailing wage laws. Prevailing wage law was detailed in SB975 and became effective January 1, 2001. The law requires that any “construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds” must pay laborers the general prevailing wage rate. Grant applicants should read California Labor Code Sections 1771 and 1720 for more information regarding prevailing wage laws and refer to the State Department of Industrial Relations website at <a href="http://www.dir.ca.gov">www.dir.ca.gov</a>. Applicants are also encouraged to consult with their attorneys and/or accountants to ensure that the proposed project will include the documentation and resources to demonstrate compliance with state law.</p>
<b>Funding, Limitations and Reporting</b>	<p>The Grants Advisory Commission will make its recommendations in or around April 2026 with final action by the City Council no later than June 2026. Grant funds are expected to be available to successful applicants on or after August 11, 2026, following submittal of the signed Grant Agreement to the City Manager’s Office. Awards are made for one year only and in no way imply that funding will be awarded in subsequent years.</p> <p>Grant funds must be used for the purpose specified in the grant application. Grant funds are intended to supplement, not supplant funding or programs that already exist. All funds must be spent by June 30, 2027, or returned to the City. Final Reports should include details regarding project expenditures and results. Failure to provide a Final Report by August 31, 2027, will disqualify an applicant from the next funding cycle for which the applicant would otherwise be eligible.</p>
<b>Dates and Deadlines</b>	<p><b>December 1, 2025:</b> Link to the online Grant Application available on the City’s main webpage and at <a href="http://www.roseville.ca.us/grants">www.roseville.ca.us/grants</a>.</p> <p><b>January 13, 2026:</b> Applicant Workshop at 5:30pm in the temporary Roseville Council Chambers, 116 S. Grant Street. Applicants are <b><u>STRONGLY ADVISED</u></b> to attend the workshop to receive instruction and understand the modifications that have been made to the application and application requirements. Meeting is also televised.</p> <p><b>February 2, 2026:</b> Completed Grant Applications <b><u>must</u></b> be submitted online at <a href="http://www.zoomgrants.com">www.zoomgrants.com</a> by <b>5:00 p.m. PST. No Exceptions.</b></p>
<b>For More Information</b>	<p>Visit the City’s Grants website at <a href="http://www.roseville.ca.us/grants">www.roseville.ca.us/grants</a> or contact Tobi Thomas, Staff Liaison to the Grants Advisory Commission at <a href="mailto:tthomas@roseville.ca.us">tthomas@roseville.ca.us</a> / (916) 746-1368 or Heather Blanco, Secretary to Grants Advisory Commission at <a href="mailto:hblanco@roseville.ca.us">hblanco@roseville.ca.us</a> / (916) 746-1171.</p>

*Funding cycle calendar meeting dates provided herein are informational and subject to change – Applicants are solely responsible for adhering to final dates and deadlines.*