

COMMUNITY IMPACT GRANT PROGRAM

PROGRAM GUIDELINES • FY 2027

1. Program Overview

The City of Elberton Community Impact Grant Program for Non-Profits is an annual, application-based program providing grants to eligible non-profit organizations that operate within the City of Elberton and work to improve the quality of life in the community. Both programmatic and operational grants may be funded.

FY 2027 program funding: \$75,000 total. Individual requests must be between \$1,000 and \$7,500. The total maximum amount awarded to a single non-profit is \$7,500. Award amounts are at the discretion of the City and may be less than the amount requested.

2. FY 2027 Key Dates

Date	Milestone
October 1, 2026	Applications begin to be accepted.
October 31, 2026	Priority deadline for FY 2027 applications.
November 13, 2026	City approves applications selected for FY 2027 funding.
December 4, 2026	Grant agreements and required documents executed; funds released in accordance with the grant agreement.

3. Eligibility — Who/What Is Eligible?

- Non-profit organizations registered as public charities with the Internal Revenue Service under Section 501(c)(3) and registered with the Georgia Secretary of State.
- Applicants must operate and serve within the City of Elberton and maintain a point of presence within the city limits.
- Programs and projects must address a measurable or demonstrable need in the City of Elberton.
- Programs/projects must not discriminate in program provision, and applicant organizations must not discriminate in staffing or hiring decisions.
- Grant funds must be used specifically for the purposes stated in the application and approved by the City.

4. Who/What Is Not Eligible?

- For-profit companies.
- Local units of government or divisions thereof.
- Religious institutions or houses of worship.
- Grants to individuals or families for personal needs or expenses.
- Bands, sports teams, or other groups without a philanthropic project.
- Classroom, teacher, or school grants, including school-sponsored clubs.
- Annual appeals, fundraising campaigns, membership contributions, endowment building, or reserve building.

- Fundraising events such as galas, golf tournaments, walk-a-thons, and fashion shows.
- Projects aimed at promoting a particular religion or construction projects for religious institutions.
- Organizations or projects that discriminate based upon race, gender, sex, age, color, religion, national origin, marital status, sexual orientation, disability, citizenship status, military service/veteran status, or any other category protected under state or local law.
- Political campaigns, projects aimed at promoting a particular political party or candidate, or lobbying activities.
- Capital campaigns.

5. Types of Community Grants

Program Grant. Funds a specific project or program. The project may be a one-time activity or an ongoing/repetitive program serving a demonstrated community need. Applicants must submit a detailed program budget.

Operating Grant. Provides unrestricted operating support to an eligible organization to help address the gap between organizational revenues and expenses. Applicants must submit an itemized annual operating budget.

Requests must be between \$1,000 and \$7,500. The City may award less than the amount requested.

6. Application Requirements & Procedure

- Applications must be filed with the Community Development Director by the published deadline. Applications received by the deadline will be considered priority applications.
- After the priority deadline, applications may be considered on a first-come, first-served basis during the fiscal year until all funds allocated for the fiscal year have been awarded.
- Electronic submissions by email are acceptable. Submit application to kwinn@cityofelberton.net
- The City Clerk will review each application for completeness, including required proof of non-profit status.
- Complete applications will be reviewed, scored, and ranked by the City Manager or designee.
- Incomplete applications or applications that do not meet minimum eligibility criteria will be rejected and will not be scored.
- Successful awards may be announced publicly. By applying, the recipient consents to the City's use of the recipient organization's name, image, or likeness in promotional activities related to the grant program.

7. Application Scoring & Ranking

Complete and eligible applications will be scored using the following criteria. The maximum available score is 30 points.

Criterion	Scoring	Maximum
Grant type	Program Grant = 5 points; Operating Grant = 3 points	5
Amount requested	\$5,000 or less = 5 points; more than \$5,000 = 3 points	5
Recent City funding	No funding in last two fiscal years = 5; funding in one of last two fiscal	5

	years = 3; funding in both last two fiscal years = 0	
Community reach	How broadly the application serves the Elberton community	1–5
Community impact / need	How strongly the grant provides a needed solution and enables an impact that would otherwise not be possible without the grant	1–10

8. Grant Agreement, Reimbursement & Reporting

- A grant agreement must be prepared and executed by the applicant organization and the City before an award is made, in accordance with applicable State law.
- An IRS Form W-9 must be submitted to the City before grant funds are disbursed.
- This is a reimbursement-based grant. Recipients must provide receipts, invoices, canceled checks, or other acceptable proof of eligible expenses as required by the grant agreement.
- Grant funds may only be used for eligible expenses and the purposes approved in the application and grant agreement.
- Recipients must provide an accounting of grant funds spent by June 30, 2027, unless a different reporting deadline is established in the grant agreement.
- Failure to provide required documentation or comply with grant requirements may result in disqualification from future City grant funding.

9. Records & Open Records

Information received from an applicant, including the application, supporting documents, receipts, invoices, and grant performance reports, may be subject to disclosure upon receipt of a request pursuant to the Georgia Open Records Act.

10. Applicant Preparation Checklist

- ☐ Confirm your organization meets all eligibility requirements.
- ☐ Select Program Grant or Operating Grant.
- ☐ Confirm the requested amount is between \$1,000 and \$7,500.
- ☐ Prepare the appropriate itemized budget.
- ☐ Gather current tax-exempt status documentation.
- ☐ Complete IRS Form W-9.
- ☐ Answer all six narrative questions with specific community impact and measurable outcomes.
- ☐ Review the application for completeness before submission.
- ☐ Retain copies of all submitted materials for your records.