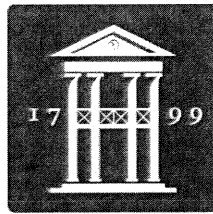


ADMINISTRATION

Russell B. Truell
Assistant City Administrator, CFO
Finance



ITEM #4
FINANCE
01-26-2011

Eric S. Stuckey
City Administrator

**HISTORIC
FRANKLIN
TENNESSEE**

January 18, 2011

TO: Budget & Finance Committee Members

FROM: Eric Stuckey, City Administrator *Eric*
Russ Truell, Assistant City Administrator/CFO

Subject: Process for Appropriations to Non-profit, Governmental and Civic Organizations

Purpose

The purpose of this memorandum is to review the current and future process of obtaining & reviewing data from applicants for City funding of appropriations to non-profit organizations, civic and promotional programming, and other governmental agencies.

Background

Historically, the City of Franklin has offered partial funding to programs that benefit its citizens that are provided by outside organizations. These organizations include governmental agencies of the State and Williamson County; charitable non-profit organizations; civic non-profit organizations; and agencies that provide services that the City would otherwise have to provide at its own expense.

In 2006, the Finance Committee established a relationship with the United Way of Williamson County, in which a panel of citizens would use United Way forms and procedures to screen agencies and establish a recommended allocation of City funds. This process seemed to work well until the recession of 2008/2009, when there were forced reductions in allocation funding. A decision by the Committee is needed to determine whether the City should continue using the United Way process or take upon itself the collection & review of data form the applicants.

Financial Impact

There will be some cost to the City if staff is used to create and distribute applications, collect and review financial reports, review and verify projections, and interview each applicant.

Options

- 1) Take back the application/review process from the United Way staff
- 2) Leave the process as is.

Recommendation

Staff recommends that a decision be made at the earliest possible time to allow for development of forms and procedures.