

RESOLUTION 14-146

**A RESOLUTION TO IMPLEMENT A DONATION POLICY FOR THE CITY OF
SPRING HILL, TN**

WHEREAS, The City of Spring Hill, by Resolution 14-146, adopts a donation policy pursuant to TCA § 6-54-111;

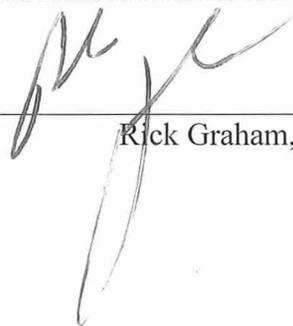
WHEREAS, The City of Spring Hill, TN will determine donations to “nonprofit charitable organizations” or “nonprofit civic organization”. Nonprofit civic organization means a civic organization exempt from taxation pursuant to § 501(c)(4) or (c)(6) of the Internal Revenue Code of 1954, codified in 26 U.S.C. § 501(c)(4) or (c)(6), which operates primarily for the purpose of bringing about civic betterments and social improvements through efforts to maintain and increase employment opportunities in the municipality by promoting industry, trade, commerce, tourism and recreation by inducing manufacturing, industrial, governmental, educational, financial, service, commercial, recreational, and agricultural enterprises to locate in or remain in the City of Spring Hill, TN

WHEREAS, nonprofit charitable or civic organizations seeking donations from the City of Spring Hill are required to fill out the Charitable Application Form (Appendix 1) on an annual basis starting January 1st through March 1st;

WHEREAS, the City of Spring Hill Board of Mayor and Alderman will determine total appropriations for all donation requests by nonprofit civic organization during the annual budget approval process;

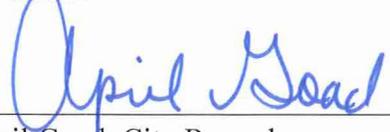
WHEREAS, all donations allotted to nonprofit civic organizations from the General Fund are not to exceed an amount of \$25,000 of the total General Fund Legislative Budget line items 720 and 722;

NOW THEREFORE BE IT RESOLVED, that the City of Spring Hill, Tennessee hereby adopts a donation policy as stated above and attached in Appendix 1. This resolution shall take effect immediately upon passage, this, the 17th day of November 2014.



Rick Graham, Mayor

ATTEST:



April Goad, City Recorder

LEGAL FORM APPROVED:



Patrick Carter, City Attorney

Charitable Donation Policy Guidelines
Appendix 1- Resolution 14-146

Guidelines

1. Authority: TCA § 6-54-111
 - a. All Donations through the City of Spring Hill General Fund Budget for non-for-profit organizations are to be approved by the Board of Mayor and Alderman (BOMA) during the annual budget approval process

2. Qualifying agencies:
 - a. Nonprofit charitable organization
 - i. No part of net earnings inure to the benefit of any individual
 - ii. Must provide year-round services
 - b. Nonprofit civic organization (26 U.S.C.A. § 501(c)(4) or (c)(6))
 - i. Operates primarily for civic betterments and social improvements through efforts to maintain and increase employment opportunities by promoting industry, trade, commerce, tourism, and recreation

3. Further Qualifications for Funding Consideration:
 - a. Must be based in, or its activities closely affiliated and aligned with, Spring Hill
 - b. Must not be the recipient of any other financial or other type of assistance from the City of Spring Hill

4. Submittal requirements:
 - a. A copy of the most recent annual audit
 - i. Must be within 2 years of agencies current fiscal year
 - b. A description of the program that serves the residents of the municipality
 - c. The proposed use of the municipal assistance
 - d. Proof of nonprofit registration
 - e. City application form
 - f. Source of all funds
 - g. Application form must be submitted annually (1x annually)

5. Submittal period: January 1 – March 1

6. Processing of Requests:
 - a. Requests for funding shall be submitted to the city administrator.
 - b. The administrator shall review for completeness and advise the agency in writing if the submittal is eligible for funding consideration.
 - c. Eligible funding requests shall be distributed to the Budget and Finance Committee (BFAC) for initial review and recommendation for final approval from BOMA

7. Review:
 - a. BFAC initial review and recommendation to BOMA during budget review process
 - b. BOMA, during budget work session.

8. Publication of Intent to Fund: Required for nonprofit civic organizations only
 - a. Newspaper of general circulation
 - b. Information to be included:
 - i. Intent to make appropriation
 - ii. Intended amount of contribution
 - iii. Purpose to be used

9. Appropriation agreement:
 - a. Required; following budget adoption to satisfy requirements in Title 5, Chapter 29 of the Internal Control and Compliance Manual for Tennessee Municipalities.
 - b. Donations allotment to nonprofit civic organizations from the General Fund are not to exceed an amount of \$25,000 or .1% (.001) of the total General Fund Legislative Budget line items 720 and 722

10. Annual Report of Activities: Required; as set forth in the appropriation agreement/Resolution



City of Spring Hill Tennessee
Charitable Donation Application Form

Name of Organization: _____

Mailing address: _____

Contract person: _____

Phone: _____ Email: _____

Submittal Date: _____ (January 1 – March 1 only)

If NOT between January 1 – March 1: STOP. The application period is not open.

Type of Agency (please mark one):

Nonprofit charitable organization

- i. No part of net earnings inure to the benefit of any individual
- ii. Must provide year-round services

Nonprofit civic organization (26 U.S.C.A. § 501(c)(4) or (c)(6))

- iii. Operates primarily for civic betterments and social improvements through efforts to maintain and increase employment opportunities by promoting industry, trade, commerce, tourism, and recreation

If NOT a nonprofit charitable or civic organization – STOP. You are not eligible for funding.

Do you have proof of nonprofit registration? Yes No

If NO – STOP. You are not eligible for funding.

Are you a United Way funded agency? Yes No

If YES – STOP. You are not eligible for funding.

Are you a recipient of any other financial or other type of assistance from the City of Spring Hill? Yes No

If YES – STOP. You are not eligible under this program.

Are you based in, or are your activities closely aligned with, Spring Hill? Explain.

IF NOT – STOP. You are not eligible for funding.

Submittal Requirements:

Eligible agencies must attach the following materials to this application:

- Proof of nonprofit registration
- A copy of the most recent annual audit (must be within 2 years of current)
- A description of the program that serves the residents of Spring Hill and the proposed use of municipal assistance.
- The amount requested.

If ALL of the items required are not submitted – STOP. You are not eligible for funding.

Signature of person applying: _____

Title: _____

Applications with attachments should be sent to the following address:

City of Spring Hill Tennessee
City Administrator
199 Town Center Parkway
Spring Hill, Tennessee 37174

West's Tennessee Code Annotated
Title 6. Cities and Towns
Municipal Government Generally
Chapter 54. Municipal Powers Generally
Part 1. General Provisions

T. C. A. § 6-54-111

§ 6-54-111. Charities; appropriations

Effective: August 5, 2011

[Currentness](#)

(a)(1) The legislative body of each municipality may appropriate funds for the financial aid of any nonprofit charitable organization or any nonprofit civic organization in accordance with the guidelines required by subsection (b).

(2)(A) For the purposes of this section, “nonprofit charitable organization” is one in which no part of the net earnings inures or may lawfully inure to the benefit of any private shareholder or individual and that provides year-round services benefiting the general welfare of the residents of the municipalities.

(B) For the purposes of this section, “nonprofit civic organization” means a civic organization exempt from taxation pursuant to § 501(c)(4) or (c)(6) of the Internal Revenue Code of 1954, codified in 26 U.S.C. § 501(c)(4) or (c)(6), which operates primarily for the purpose of bringing about civic betterments and social improvements through efforts to maintain and increase employment opportunities in the municipality by promoting industry, trade, commerce, tourism and recreation by inducing manufacturing, industrial, governmental, educational, financial, service, commercial, recreational, and agricultural enterprises to locate in or remain in the municipality. The statement of public policy set forth in Acts 1955, ch. 209, § 3 is hereby incorporated into and made a part of this section, and it is hereby determined and declared that appropriations authorized by this section are needed to relieve the emergency created by the continuing migration from Tennessee and its municipalities of a large number of its citizens in order to find employment elsewhere, and to enable the municipalities of the state to assist nonprofit organizations in furthering the economic development, social welfare, and common good of its residents.

(b) The comptroller of the treasury shall devise standard procedures to assist a municipality in the disposition of funds that are appropriated under the provisions of this section. Each legislative body of a municipality shall devise guidelines directing for what purpose the appropriated money may be spent. These guidelines shall provide generally that any funds appropriated shall be used to promote the general welfare of the residents of the municipality. Any funds appropriated under the provisions of this section shall be used and expended under the direction and control of the legislative body of a municipality in conjunction with the guidelines and procedures of the comptroller of the treasury.

§ 6-54-111. Charities; appropriations, TN ST § 6-54-111

(c) Any nonprofit organization that desires financial assistance from a municipality shall file with the city clerk a copy of an annual report of its business affairs and transactions, which includes, but is not limited to, a copy of an annual audit, a description of the program that serves the residents of the municipality and the proposed use of the municipal assistance. Such report will be open for public inspection during regular business hours of the city clerk's office.

(d) Appropriations to nonprofit organizations other than charitable organizations may be made only once notices have been published in a newspaper of general circulation in the municipality of the intent to make an appropriation to a nonprofit, but not charitable, organization specifying the intended amount of the appropriation and the purposes for which the appropriation will be spent.

Credits

1978 Pub.Acts, c. 838, § 1; 1984 Pub.Acts, c. 820, §§ 2, 4; [1995 Pub.Acts, c. 297, §§ 1, 2, eff. May 26, 1995](#).

Formerly § 6-662.

[Notes of Decisions \(3\)](#)

T. C. A. § 6-54-111, TN ST § 6-54-111
Current through end of the 2014 Second Reg. Sess.

End of Document

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	Legislative	
	Memberships and Dues	
238	Greater Nashville Regional Council	\$ 4,800
238	MPO Regional Dues	\$ 1,000
238	Mid-Cumberland Human Resource Agency	\$ 3,700
238	South Central Human Resources Agency	\$ 4,646
238	South Central TN Development District	\$ 2,000
238	Regional Transportation Authority	\$ 2,350
	Other	\$ -
	Total	\$ 18,496

	Contributions and Grants	
223	Chamber of Commerce	\$ 10,000
223	Maury Alliance	\$ 20,000
223	Williamson One	\$ 10,000
223	Northfield Facility	\$ 10,000
	Total	\$ 50,000

720	Tennessee Tourism Association	\$ 200
720	Tennessee Rehabilitation Center	\$ 3,500

722	Spring Hill Ham Fest	\$ 2,500
722	Senior Citizens-Spring Hill	\$ 2,000
722	Senior Citizens-Maury County	\$ 2,000
722	Spring Hill Arts Center	\$ 2,500
722	The Well Food Bank	\$ 5,000
722	Keep Maury Beautiful	\$ 2,500
722	Pay It Forward	\$ 2,500
	Total	\$ 19,000

723	RTA - Commuter Subsidy	\$ 28,337
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724	Parks & Rec Commission	\$ 10,000
724	Spring Hill Historical Commission	\$ 10,000
724	Spring Hill Economic Development Commission	\$ 15,500
	Total	\$ 35,500