



Enriching Lives & Connecting Communities

Matching Funds Requests

Administration
Policy No. 1035

Revision Date: December 16, 2013

Policy Statement

Under certain situations the Commission, may consider and approve matching fund requests for athletic and recreation projects in support of the Commission's goals and mission. Requests will be reviewed on a case by case basis. Approval preference will be given to those events that have a direct positive impact on the community served by the associated park and those events that directly impact community youth and adult recreation.

Guidance:

1. Requests for matching funding should be submitted to the Executive Director on the RCRC Matching Funds Request Form and signed by at least two organization officials.
2. Eligible organizations include but are not limited to athletic leagues, RCRC sponsored advisory councils and RCRC recognized community neighborhood associations.
3. Matching fund requests are limited to \$1,000 per project.

Review and Approval:

1. All requests must be reviewed by the Executive Director for compliance with the policy.
2. Examples of acceptable matching fund requests:
 - a. Athletic scoreboards
 - b. Concession stands
 - c. Permanently installed athletic and recreation equipment
 - d. In-kind services
 - e. Park beautification projects
3. Requests that meet policy guidelines will be forwarded to the Commission Board for review and approval.

4. Approved funds are normally distributed after completion of the project with proof of expenses. In extenuating circumstances, the Executive Director may authorize the disbursement of some or all funds up front.
5. Permanent structures placed on RCRC property become the property of RCRC.

ADOPTED BY RICHLAND COUNTY RECREATION COMMISSION BOARD

BOARD MEETING DATE: December 16, 2013
(Date Approved)

APPROVED: J. Marie Green
J. Marie Green, Chair

For more information about this policy, contact the Executive Department.