



Policy Type	General Administrative Practices
Policy Name	AR 47, Good Works Funding
Resolution Number	2021-0635
Effective Date	August 17, 2021

PURPOSE

This policy establishes rules in accordance with Government Code section 26227 regarding the appropriation and distribution of County funds to projects and programs that support the social needs of Tulare County residents, hereinafter referred to as Good Works funding.

SCOPE

This policy applies to County staff, County departments, and non-County organizations involved in the application review, project or program selection, fund disbursement, and receipt of Good Works funds.

POLICY

Government Code section 26227 provides, in part, that the Board of Supervisors may appropriate and expend money from the General Fund of the County to establish County programs or to fund other programs deemed by the Board of Supervisors to be necessary to meet the social needs of the population of the county.

Accordingly, this policy establishes that the Board of Supervisors may appropriate Good Works funds annually to support projects or programs in each supervisorial district that meet certain eligibility criteria. Good Works funding may be requested by and granted to County departments, and other public, private, or nonprofit organizations, in an amount not to exceed \$5,000 per project or program, per fiscal year.

Requests for funding that are not covered by this policy must be presented to the Board of Supervisors separately for its consideration. The Board of Supervisors may approve, disapprove, or partially approve such requests on such terms and conditions as the Board, in its sole discretion, deems appropriate.

1. POLICY ADMINISTRATOR

The County Administrative Officer, or designee, shall be responsible for administering this policy.

The policy administrator shall:

- a. Determine the eligibility of projects or programs in accordance with Section 3 of this policy.
- b. Sign Good Works Funding Agreements and Authorization Forms for nominated and eligible projects and programs.
- c. Bring all Good Works Funding Agreements and Authorization Forms to the Board of Supervisors for proposed ratification within a month of execution, to the extent practicable. Generally, Good Works Funding agreements from the previous calendar month are to be presented to the Board of Supervisors at its first meeting of the following month.



- d. Monitor the use of Good Works funding to ensure that each Supervisor's nominated projects remain within the annual budget established for Good Works funding.

The policy administrator shall have no authority to enter into any Good Works Funding Agreements unless sufficient Good Works funding is available within the appropriation for a given fiscal year.

2. APPROPRIATION OF FUNDS

Each fiscal year, the Board of Supervisors may appropriate General Fund dollars for Good Works funding through the regular county budget development process. Funds will be appropriated in the Miscellaneous Administration account (currently, 001-012-1010-7043), and equal amounts shall be available for projects and programs in each supervisorial district. This amount may be modified by the Board of Supervisors through the County budget development process.

3. ELIGIBILITY

Projects or programs that meet the social needs of the community, in accordance with Government Code section 26227, will be eligible to receive Good Works funding. In addition to the following eligibility criteria, the Board may provide direction regarding the prioritization of Good Works funding during any specific fiscal year.

- a. At this time, projects or programs that meet the social needs of the community include, but are not limited to, those intended for:
 - i. Protecting or improving the health of county residents;
 - ii. Improving the quality or availability of law enforcement services;
 - iii. Increasing public safety generally, which includes after-school activities and gang prevention;
 - iv. Providing or improving rehabilitation services;
 - v. Promoting the general welfare, including improving access to healthy recreation opportunities;
 - vi. Promoting community vitality;
 - vii. Providing education to or supporting educational services for county residents;
 - viii. Providing legal services to county residents; and
 - ix. Supporting the needs of physically, mentally, and financially handicapped persons and aged persons.
- b. In accordance with sections 5 and 6 of article XVI of the California Constitution, Good Works funds may not be used for any of the following activities:
 - i. Activities that would provide a direct personal benefit to any individual different from the benefit conferred upon the general public;
 - ii. Religious activities, including but not limited to, prayer, religious instruction, or proselytism; and
 - iii. Political campaign activities.
- c. Good Works funds recipients must have a Tax ID number. Good Works funding must be utilized by the applicant organization and may not be transferred to a project or program administered by a third party or other individual.

4. PROJECT OR PROGRAM SELECTION

- a. County departments and non-County organizations may request Good Works funding by submitting a Good Works Funding Application to the Board of Supervisors staff.



- b. Supervisors individually will review applications and nominate specific projects or programs for Good Works funding.
- c. Projects or programs may be nominated by multiple Supervisors, provided that total funding for a particular project or program does not exceed \$5,000 in a single fiscal year. For projects and programs nominated by multiple Supervisors, the total funding amount will be counted against each Supervisor's annual Good Works Funding allotment in equal portions, unless otherwise specified in the request.
- d. Board of Supervisors staff will prepare the following Good Works Funding documents for nominated projects or programs. These documents will be submitted to the County Administrative Officer for eligibility review and approval.
 - i. **County Departments:** Board of Supervisors staff prepare and send a **Good Works Funding Authorization Form** to the requesting department for signature by its authorized representatives. Staff shall make it clear in the transmittal letter that funding for the program is not committed until the agreement has been approved by the County Administrative Officer. The department shall complete and return the authorization form to the Board of Supervisors staff, who will forward it to the County Administrative Officer for review and approval.
 - ii. **Non-County Organizations:** Board of Supervisors staff prepare and send a **Good Works Funding Agreement** to the requesting non-County organization for signature by its authorized representatives. Staff shall make it clear in the transmittal letter that funding for the program is not committed until the agreement has been approved by the County Administrative Officer. The non-County organization shall execute and return the agreement to the Board of Supervisors staff, who will forward it to the County Administrative Officer for review and approval.
- e. The County Administrative Officer will review nominated projects and programs for eligibility, sign eligible Good Works Funding Agreements and Authorization Forms, and return approved documents to Board of Supervisors staff to process payments.
- f. County Administrative Office or Board of Supervisors staff (as appropriate) will send approved Agreements and Authorization Forms to the Auditor-Controller/ Treasurer-Tax Collector for issuance of funds and send a copy of the fully executed Agreements and Authorization Forms to the requesting party.

5. FUNDING RECOGNITION

Whenever recipients highlight the receipt of Good Works funding in project or program, plaques, banners, posters, or through any other medium, recipients must acknowledge that funding is provided by the County of Tulare, as opposed to a specific Supervisor.

6. SPECIAL RULES FOR TICKETS TO CHARITABLE FUNDRAISERS PURCHASED WITH GOOD WORKS FUNDS

For special rules regarding tickets to charitable fundraisers purchased with Good Works funding, see Administrative Regulation 46, Distribution of Tickets and Passes by the County.