

The City of Roseville welcomes your participation.

Meeting Schedule: Regular meetings of the Grants Advisory Commission are held on the second Tuesday of varying months at 5:30 p.m.

Public Comment: Speakers have three (3) minutes under Public Comment to address the Chair of the meeting on issues that are not listed on the agenda and are within the City’s jurisdiction. Please submit a yellow speaker card to the Secretary before the item is heard if you wish to make a comment.

Brown Act: The Grants Advisory Commission cannot discuss or act on items not listed on the agenda.

Agenda Items: Speakers have five (5) minutes to address items that are listed on the agenda.



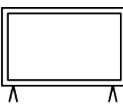
Levine Act Provisions: If you’ve made a campaign contribution totaling more than \$500 (\$250 prior to January 1, 2025) to City Council Members in the last twelve (12) months, you must disclose it before addressing an item on the agenda. Please visit [Levine Act – City of Roseville](#) for updated forms and information.

Audio/Visual Presentations: If making a presentation regarding an agenda item, audio/visual materials must be submitted to the Secretary for consideration at least 72 hours in advance.

Americans with Disabilities Act: If special assistance is required to participate in a meeting including the need of auxiliary aids or services, please notify the City Clerk at least 72 hours in advance of the meeting.
City Clerk 311 Vernon Street cityclerkroseville@roseville.ca.us 916-774-5263 TDD: 916-774-5220

Security Measures: All Roseville meeting attendees must successfully pass through a security metal detector. Any person with a prohibited item will not be allowed entry. Prohibited items include but are not limited to firearms (even with valid CCW), knives, pepper spray/mace, explosives of any kind/any weapons and/or dangerous devices of any kind, illegal drugs, and alcohol.

Viewing Options: The City of Roseville provides three options for viewing meetings:

<p style="text-align: center;">In person</p>  <p style="text-align: center;">Meetings take place at the City Council Chambers, 311 Vernon Street</p>	<p style="text-align: center;">Online</p>  <p style="text-align: center;">Watch meetings live on the City's YouTube channel or at roseville.ca.us/watch. Past meetings are also available on the City's YouTube channel.</p>	<p style="text-align: center;">On TV</p>  <p style="text-align: center;">Watch live on government access channel (Comcast 14).</p>
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Nina Acosta, Commissioner
Ed Kriz, Commissioner
Venu Mallesara, Commissioner
Lorin Meeks-Harris, Commissioner
Michael Murray, Commissioner
Neva Parker, Commissioner
Lauren Razzano, Commissioner
Daniel Zeman, Youth Commissioner
Heather Blanco, Secretary
Dennis Kauffman, Liaison
Tobi Thomas, Liaison

AGENDA

Grants Advisory Commission Meeting

September 9, 2025

5:30 PM

City Council Chambers, 311 Vernon Street

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS

V. REQUESTS/PRESENTATIONS

1. Minutes of the August 12, 2025, Meeting

Summary: Review and approve the Minutes from the August 12, 2025, Grants Advisory Commission meeting.

CONTACT: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

2. Presentations from the Recipients of the 2024/2025 Citizens' Benefit Fund, ARPA & REACH Funds

Summary: 2024/2025 grant recipients will present their programs and share the impact of funding from the Citizens' Benefit Fund, ARPA, and REACH funds that totaled \$621,270.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

3. Staff Update on Scoring and Funding Discussion, Review Application, Application Process, Scoring Criteria & Final Report Questions for the 2026/27 Funding Cycle

Summary: Staff recommends the Commission review, revise as needed, and approve the attached 2026/27 funding cycle materials.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

VI. STAFF/COMMISSIONER REPORTS

VII. ADJOURNMENT



Grants Advisory Commission Communication

Meeting Date: 9/9/2025
Item #: V.1
Item ID: 2025-617

Title: Minutes of the August 12, 2025, Meeting
Contact: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

SUMMARY

Review and approve the Minutes from the August 12, 2025, Grants Advisory Commission meeting.

RECOMMENDATION

Review and approve the Minutes from the August 12, 2025, Grants Advisory Commission meeting.

Respectfully Submitted,
Heather Blanco, Executive Assistant

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

1. DRAFT_GAC Minutes_8.12.2025.Meeting

REVIEWERS:

Heather Blanco, City Manager Department - City Manager

Created -



Nina Acosta, Vice Chair
Michael Murray, Commissioner
Ed Kriz, Commissioner
Lorin Meeks-Harris, Commissioner
Neva Parker, Chair
Lauren Razzano, Commissioner
Venu Mallesara, Commissioner
Daniel Zeman, Youth Commissioner
Heather Blanco, Secretary
Megan Scheid, Liaison
Tobi Thomas, Liaison

MINUTES

Grants Advisory Commission Meeting

August 12, 2025

5:30 PM

City Council Chambers, 311 Vernon Street

I. CALL TO ORDER

Meeting called to order by Acting Chair Acosta at 5:32 p.m.

II. ROLL CALL

Roll call taken by Secretary Blanco.

Present:

Vice Chair Acosta
Commissioner Kriz
Commissioner Mallesara
Commissioner Meeks-Harris
Commissioner Murray
Commissioner Razzano
Youth Commissioner Zeman

Excused Absent:

Chair Parker

III. PLEDGE OF ALLEGIANCE

Acting Chair Acosta led the Pledge of Allegiance.

IV. PUBLIC COMMENTS

No public comment was received.

V. REQUESTS/PRESENTATIONS

1. Minutes of the April 8, 2025, Meeting

Summary: Review and approve the Minutes from April 8, 2025, Grants Advisory Commission meeting.

CONTACT: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

Motion by Ed Kriz, seconded by Lauren Razzano, to approve the minutes from the April 8, 2025, meeting. Approved Motion. The Motion Passed.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Razzano, Zeman

Nos:

Excused Absent: Parker

2. Commissioner Recognitions

Summary: Welcome new Commissioners Michael Murray and Venu Mallesara to the Grants Advisory Commission.

Recognize and thank Commissioners Ellaison Carroll and Vanessa Reed for their excellent years of volunteer service to the Grants Advisory Commission.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Mayor Bernasconi welcomed two new commissioners, Venu Mallesara and Michael Murray, to the Grants Advisory Commission. Mayor Bernasconi also recognized two outgoing commissioners, Ellaison Carroll and Vanessa Reed. Commissioner Reed was in attendance and Mayor Bernasconi presented her with a Certificate of Appreciation and a plaque. Commissioner Reed expressed her gratitude to the non-profit organizations, her fellow commissioners and the staff.

3. 2025/2026 Citizens' Benefit Fund/ REACH Grant Check Presentation

Summary: Presentation of grant award checks to the 2025/2026 Citizens' Benefit Fund/REACH grant recipients.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Acting Chair Acosta welcomed the Mayor and council members to the front of the dais for the check presentations and photos with the 2025/26 Grant recipients.

Public Comment:

The grant recipients in attendance took turns expressing their gratitude to the Grants Advisory Commission for the money.

Patti Bond, Assistance League of Greater Placer
Nicole Harrigan and Jayden, GiGi's Playhouse
Sarah Bragonje, Violet, and Levy, Take Note Troupe, Inc.
Chaplain Lance, Placer County Law Enforcement Chaplaincy
Irina Popova and Diana, WEIRA, Inc.
Hailley Romero, Tommy Apostolos Fund
Jamie Hazen, RPAL
Meghan Adamski, A Touch of Understanding

Kelley Murphy, Placer Veterans Stand Down, Inc
Stephanie Berger, Silver Wishes, Inc.
Tink Miller, Placer Independence Resource Services
Gary McDonald, Stand Up Placer, Inc.
Amy Sugimoto and Katja Pollma, Child Advocates of Placer County
Eileen Speaker, Placer Community Foundations
Ann Elis, Lighthouse Counseling and Family Resource Center

Acting Chair Acosta thanked the organizations for all of their work in the community.
Commissioner Meeks-Harris encouraged the non-profits to continue what they are doing.
Commissioner Kriz stated these funds are available because of the leadership of Roseville and how special this Grants program is.
Youth Commissioner Zeman said this was his first time as a youth commissioner and learning about the work the non-profit organizations do, and he is proud to be a Roseville resident.

Council member Houdesheldt and Council member Rocucci thanked the organizations for their hard work and mentioned how one act of kindness or support can inspire others, creating a chain reaction of positive impact throughout the city and our community.

Acting Chair Acosta called for a short recess.

4. Review & Adopt 2026/2027 Funding Cycle Calendar

Summary: Review and adopt the draft 2026/2027 grant funding cycle calendar, noting that the calendar is a best approximation and is subject to change as needed.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Motion by Lauren Razzano, seconded by Loren Meeks-Harris to adopt the 2026/2027 Funding Cycle Calendar.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Razzano, Zeman

Nos:

Excused Absent: Parker

5. 25/26 Funding Cycle Survey Results

Summary: Review and discuss the attached feedback from the anonymous survey sent out via ZoomGrants regarding the 25/26 Funding Cycle application process. No action required.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Review the Funding Cycle Survey Results.

Commissioner Kriz addressed the comments from the survey and stated that, unfortunately, the commission has looked into concerns such as how many required documents and determined what is being asked for submission are all the required documents needed.

Commissioner Razzano recommends addressing these concerns in more detail at the January workshop.

Acting Chair Acosta agreed and stated maybe include another slide in the PowerPoint for the workshop specifically addressing these issues.

This item was for discussion only.

6. Scoring & Funding Process Discussion

Summary: Discussion of scoring methodology and funding process.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

The commissioners had a lengthy discussion and made many suggestions regarding the scoring and funding process. A decision was made to have staff take the suggestions back to leadership to discuss with the council for direction on moving forward. The item will be tabled and revisited at the September meeting.

7. Review Policy Manual and Grant Guidelines

Summary: Staff recommends the Commission review the attached Policy Manual and Grant Guidelines for Fiscal Year 2026-2027, edit as necessary and approve the documents.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Staff Thomas stated there were not any major updates, just minor language updates to the policy manual. City Projects were updated to clarify and define what a City Project is. This information was also added to the Grant Guidelines and will be posted to the Grants webpage. The funding amount will be finalized in October. Removed REACH as a funding source as it has been eliminated from the City funding source from the employees.

Staff Thomas will be presenting these recommendations for change to Council during an October Council Meeting.

Ed Kriz made a motion to approve, seconded by Loren Meeks-Harris to approve the updates and changes to the Policy Manual and Grant Guidelines.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Razzano, Zeman

Nos:

Excused Absent: Parker

8. Election of Chair and Vice Chair for 2026/2027 Funding Cycle

Summary: The Grants Advisory Commission will appoint a Chair and Vice Chair for the upcoming 2026-2027 grant funding cycle.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

The commissioners discussed their recommendations and made two separate motions for the Chair and Vice Chair positions.

Motion 1

Motion by Ed Kriz, seconded by Lauren Razzano to nominate Nina Acosta for the Chair position. Approved Motion. The Motion Passed.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Razzano, Zeman

Nos:

Excused Absent: Parker

Motion 2

Motion by Michael Murray, seconded by Loren Meeks-Harris to nominate Ed Kriz for the Vice Chair position. Approved Motion. The Motion Passed.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Razzano, Zeman

Nos:

Excused Absent: Parker

9. Staff Report

Summary: Time for staff to make brief announcements regarding the Grants Advisory Commission.

CONTACT: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

Staff member Thomas reminded the commissioners they are free to do site visits now until the applications process opens December 1, 2025. She also reminded commissioners to let staff know if they attend any events for tracking purposes.

The final end-of-year reports are due for Funding Cycle 2024-25 on August 31, 2025. Staff member Thomas will compile the information from the reports into a document which should be completed and available to view by mid-October.

Staff will send out an invitation to the September meeting for all recipients of the Funding Cycle 2024-25 to share their stories with the commission and how the funding was applied and the benefits to our community.

Staff Thomas shared that the Council Chambers are going to be remodeled, and September's meeting will be the last meeting held in the Council Chambers this year until the remodel is completed. The commissioners will be informed of where our meetings will be held soon. We will not record every

meeting during the remodel period. The meetings that are recommended by staff to record during this time are the January Application Workshop and the April Funding Workshop.

Acting Chair Acosta asked Staff Thomas if we could go over the report questions at the next meeting to compare and align them with the application questions? Staff Thomas will bring the report questions to the next meeting.

Staff Blanco asked if any of the commissioners would be willing to help train the two new commissioners with ZoomGrants. Acting Chair Acosta volunteered to help them and Staff Blanco will set up individual meetings for this training.

VI. ADJOURNMENT

Acting Chair Acosta asked for a motion to adjourn the meeting.

Motion by Loren Meeks-Harris, seconded by Daniel Zeman to adjourn the meeting at 8:08 p.m.
Motion Approved. The Motion Passed.

Roll call vote:

Ayes: Acosta, Kriz, Mallesara, Meeks-Harris, Murray, Razzano, Zeman

Nos:

Excused Absent: Parker

DRAFT



Grants Advisory Commission Communication

Meeting Date: 9/9/2025
Item #: V.2
Item ID: 2025-618

Title: Presentations from the Recipients of the 2024/2025 Citizens' Benefit Fund, ARPA & REACH Funds

Contact: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

SUMMARY

2024/2025 grant recipients will present their programs and share the impact of funding from the Citizens' Benefit Fund, ARPA, and REACH funds that totaled \$621,270.

RECOMMENDATION

Twenty-three grant recipients from the 2024/25 cycle, awarded a total of \$621,270, were invited to present their programs and share the impact of funding received from the Citizens' Benefit Fund, ARPA, and REACH funds. Grants Advisory Commissioners will hear these presentations, which will highlight program achievements and outcomes supported by the funding.

Respectfully Submitted,
Tobi Thomas, Management Analyst

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

1. 24.25 Awards and Summary Handout

REVIEWERS:

Heather Blanco, City Manager Department - City Manager

Created -

Grants Advisory Commission

2024-25 Grant Awards by Funding Category

23 of 38 Qualified Applications Funded



Organization	Project/Program Description	Community Need Area	Amount
Lighthouse Counseling and Family	Depression & Suicidal Ideation	Health & Wellness	\$ 75,000
Child Advocates of Placer County	CASAs & Family Mentors	Health & Wellness	\$ 55,000
The Placer County SPCA	New Veterinary & Foster Care Center	Health & Wellness	\$ 50,000
Compassion Planet	Youth Mentoring Program	Health & Wellness	\$ 50,000
Placer County Law Enforcement Chaplaincy	Mission Support/Outreach	Health & Wellness	\$ 45,000
GiGi's Playhouse, INC.	Operational/Mission Support	Community & Social Context	\$ 41,027
St. Vincent de Paul Society	Food Locker Program	Food	\$ 30,000
Senior First	Senior Transportation	Health & Wellness	\$ 30,000
Wellness Within Cancer Support Services	Rewriting Cancer's Narrative	Health & Wellness	\$ 28,500
Blue Line Arts	Arts Education Support for Roseville Schools	Community & Social Context	\$ 25,000
Assistance League of Greater Placer	Roseville Kids Shop Head to Toe	Health & Wellness	\$ 25,000
Placer Veterans Stand Down	Placer Veteran Stand Down Event	Health & Wellness	\$ 20,000
Wayfinder Family Services	Kinship Support Services Program	Health & Wellness	\$ 20,000
Youth For Christ Sacramento	Roseville Thriving Youth	Health & Wellness	\$ 18,400
Tommy Apostolos Fund	Tommy Apostolos Shopping Day	Health & Wellness	\$ 16,000
Royal Stage Performing & Visual Arts	Heart of Arts Community Program	Community & Social Context	\$ 15,000
Rosesville Police Activities League	Summer/Fall Programs 2024	Community & Social Context	\$ 15,000
Spanger Elementary Parent-Teacher Club	Spanger Outdoor Classroom	Health & Wellness	\$ 14,700
Defending the Cause Regional Alliance, Inc	Love in Action Program	Health & Wellness	\$ 13,143
A Touch of Understanding, Inc.	School Disability Awareness Workshop	Community & Social Context	\$ 10,000
The Petal Connection	Planting It Forward	Health & Wellness	\$ 10,000
Roseville Historical Society	Educational Programming & Operations	Community & Social Context	\$ 9,500
Placer Community Foundation (PCF)	Training to Nonprofit Organizations	Health & Wellness	\$ 5,000
Total Grant Funds			\$ 621,270

Includes \$10,000 of funding from Roseville Employees Annual Charitable Hearts (REACH) donations



Grants Advisory Commission Communication

Meeting Date: 9/9/2025
Item #: V.3
Item ID: 2025-619

Title: Staff Update on Scoring and Funding Discussion, Review Application, Application Process, Scoring Criteria & Final Report Questions for the 2026/27 Funding Cycle
Contact: Tobi Thomas 916-746-1368 tthomas@roseville.ca.us

SUMMARY

Staff recommends the Commission review, revise as needed, and approve the attached 2026/27 funding cycle materials.

RECOMMENDATION

The Grants Advisory Commission will review, revise as needed, and approve materials for the upcoming 2026/27 funding cycle. Staff will also provide an update on the scoring and funding discussion from the August 12, 2025, meeting.

As part of the annual review process, the Commission agreed to better align grant application and final report questions with the established scoring criteria. To support this, staff has provided the following attachments for review:

Attachments for Discussion

- Attachment 1: 2025/26 Grant Application Questions
- Attachment 2: 2025/26 Grant Application as seen by applicant on ZoomGrants
- Attachment 3: Application Required Documents List for FY2026/27
- Attachment 4: 2024/25 Final Report Questions
- Attachment 5: Draft 2026/27 Scoring Criteria

Recommended Edits to Application Materials

- **Question #23 Revision:** *Updated wording for capital expenditure requests:*
If requesting Capital Expenditure for property improvement, does the organization own the building or property to be improved?
 - Yes – Upload proof of ownership
 - No – Upload lease and owner’s written authorization for making the proposed property improvements
 - Not Applicable
- **Required Documents Clarifications:**
 1. **RRF-1 (Registration/Renewal Fee Report):** Must show current filing status with the CA Attorney General’s Office or documentation of an extension. [Check status at:

rct.doj.ca.gov]

2. **Key Personnel:** List all individuals involved in the proposed project, program, activity, effort, etc. for which funding is being requested, and noting, if any, which personnel are funded by the grant proceeds or projected to be paid from the grant. Include name, title, experience, and—if applicable—job responsibilities for new positions.

Important Date: The 2026/27 grant application will open on **ZoomGrants** starting **Monday, December 1, 2025**.

Respectfully Submitted,
Tobi Thomas, Management Analyst

Dennis Kauffman, Chief Financial Officer/Assistant City Manager

ATTACHMENTS:

1. 25.26 Application Questions
2. 25.26 Application (as seen by applicant on ZoomGrants)
3. Application Required Document List FY26.27
4. 24.25 Final Report Questions
5. 2026-27 Scoring Criteria (DRAFT)

REVIEWERS:

Heather Blanco, City Manager Department - City Manager

Created -



Powered by ZoomGrants™ and

City of Roseville
FY2025-26 CBF Grant
Deadline: 2/3/2025

Print Preview Prop

Jump to: [Application Questions](#) [Proposed Effort Budget](#) [Required Documents](#)

USD\$ 0.00 Requested

printpreview@printpreview.com
Tel: 888-867-5309

Additional Contacts
none entered

Application Questions [top](#)

1. Lead Agency is:

- Non-Profit 501(c)(3)
- Non-Profit 501(c)(4)
- Private School

2. Project Description: In 50 words or less, describe the proposed program/project, including the use of the funds and who will be served.

Example: The ABC Unified School District requests \$5,000 to support "The Learning Project," a comprehensive youth service and leadership program for low-income youth.
-no answer-

3. This request will: (Select only one option below)

- Launch a new service, program or facility
- Continue to provide an existing service
- Increase or improve quality of services provided
- Expand services provided to a larger population or increase the capacity of a facility

4. Funding Priority (Select only one option below)

- Strategic: One-time grants for innovative programs/projects, capital improvements or new initiatives
- Operational/Mission Support: Grants for programs/projects that demonstrate effectiveness addressing a community need
- Small Request (up to \$10,000): Grants which can go toward either new programs/projects or support existing operations which have demonstrated effectiveness at meeting community need

5. Community Need Areas: (Select only one option below)

- Food - Increased access to healthier food options for lower income communities
- Health and Wellness - Improved physical, mental and behavioral health, and wellness

- Community and Social Context - Improved access to arts and cultural resources for all and a kinder more inclusive and connected community
- Education - More vocational training and educational opportunities for all ages
- Neighborhood and Physical Environment - Improved access to safe and affordable housing for all

6. Number of:

	Board Members
	Paid Staff (F/T)
	Paid Staff (P/T)
	Volunteers
0.00	SUBTOTAL
0.00	TOTAL

7. Date Founded:

-no answer-

8. Organization's Mission:

-no answer-

9. What are the major goals of your organization?

-no answer-

10. What were the major accomplishments of the organization last fiscal year?

Please list specific outcomes.

-no answer-

11. Will the organization utilize volunteers for this proposed effort?

If so, please describe roles and responsibilities of volunteers.

-no answer-

12. Describe the need for this proposed effort and evidence of community support.

-no answer-

13. Describe the population, number to be served, and how the proposed effort differentiates from similar services in the community. Explain the processes used to ensure those being served are ROSEVILLE RESIDENTS and follow the funding guidelines.

How is the organization uniquely positioned to serve the community?

-no answer-

14. Does the proposed effort require collaborative partners? If yes, please describe the role/relationship of each partner in the implementation of the proposed effort.

(Does the organization provide/accept referrals? Does the organization participate with other coordinating organizations or work with service, business, and/or government organizations?)

-no answer-

15. Describe how this proposed effort aligns with Roseville City Council's current Strategic Plan.

The Strategic Plan can be found here: www.roseville.ca.us/strategicplan

-no answer-

16. Define anticipated outcomes for this proposed effort. How will success be measured?

-no answer-

17. List below any previous funds awarded in the last five funding cycles by the Roseville Grants Advisory Commission and the purpose of funding.

-no answer-

18. If your organization received a FY2024-25 grant award, please provide the amount, funds spent to date, accomplishments so far and any challenges encountered.

-no answer-

19. If full funding is not available, how will the organization be able to accomplish the proposed effort?

How will goals be reduced? How will the proposed effort be affected?

-no answer-

20. Please list other funding received or requested for this proposed effort (include funder, amount received or requested, and status of request, if applicable). Also include any fundraisers or donations as well as financial support requested or received from governmental entities.

-no answer-

21. How will your organization reduce costs or generate additional revenue once grant funds are expended to ensure sustainability of this grant effort?

-no answer-

22. If the grant money obtained is to be used to fund Capital Expenditure, please briefly describe the item(s) needed and the itemized costs.

Capital Expenditure is the purchase of fixed assets that have benefits of more than one year. Ex: construction of buildings, additions and remodeling, initial, additional & replacement of equipment, furniture, fixtures, machinery, vehicles & media.

-no answer-

23. If requesting Capital Expenditure for property improvement, does the organization own or lease the building or property to be improved?

- Yes - Provide proof of ownership or copy of lease in Documents Tab
- No - Provide letter from owner authorizing improvements in Documents Tab
- No Applicable

24. If requesting funds for Capital Expenditure, have you included the required bids?

If providing bids, use one Quote Summary Sheet per Capital Expenditure located in the Documents Tab.

- Yes
- No - Provide explanation why bids are not necessary in Documents Tab
- Not Applicable

Proposed Effort Budget [top](#)

Proposed Effort Income

-none-

Proposed Effort Amount

USD\$ 0.00

Proposed Effort Expenses

-none-

Proposed Effort Amount

USD\$ 0.00

Required Documents [top](#)

Documents Requested *	Required? Attached Documents *
Board Authorization - Use Provided Form (Label - Board Authorization) download template	<input checked="" type="checkbox"/>
Assurances and Certifications - Use Provided Form (Label - Assurances and Certifications) download template	<input checked="" type="checkbox"/>
Levine Act Form - Use Provided Form (Label - Levine Act) download template	<input checked="" type="checkbox"/>
Copy of Current 501(c)3 or 501(c)4 IRS tax determination letter; E-card is acceptable (Label - 501c3 or 501c4)	<input checked="" type="checkbox"/>
Copy of Agency's Registration/Renewal Fee report (RRF-1) (Label - RRF-1) The RRF-1 must show evidence of being filed with the Attorney General's Office and be the most current. To check the status of filing go to: rct.doj.ca.gov	<input checked="" type="checkbox"/>
Agency's Budget for the Current Fiscal Year (Label - Agency Budget)	<input checked="" type="checkbox"/>
A Roseville Business License is required for all contracts with the City of Roseville. Provide a copy of the Roseville Business License or proof of a recent application for a license. (Label - Business License)	<input checked="" type="checkbox"/>
Registration with the Secretary of State is required for all contracts with the City of Roseville. Provide a copy of the organization's active registration. (Label - Sec of State)	<input checked="" type="checkbox"/>
Provide a list of Agency Board Members, Officers, Directors, and Key Management positions, include their appointment dates, when term expires and affiliations. (Label - Board Members)	<input checked="" type="checkbox"/>
Key Personnel: Identify all personnel operating the proposed effort paid from grant proceeds. Include their name, job title, and experience. If this is a new position, briefly explain the job responsibilities (Label - Key Personnel)	<input checked="" type="checkbox"/>
Quote Summary Sheet: Complete One (1) Quote Summary Sheet per project/item that will cost \$500 or more. (Question 24 - if applicable) download template	<input checked="" type="checkbox"/>
Counseling Certifications: If applicable, upload a copy of each certified counselor California Board Certification. (Label - Counseling Certifications)	<input checked="" type="checkbox"/>

If request is for Property Improvement (Question 23), Proof of Ownership (grant deed, tax bill) or copy of lease specifying the length of property lease is required (Label -Proof of Ownership)

Optional Other Opportunity to upload one document with any additional information (not previously requested in the application) you feel important to share with the Commission (Label -Optional Other)

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Application ID: 124545

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You must be logged in to apply.

New ZoomGrants™ Account

City of Roseville FY2025-26 CBF Grant

CLOSED Deadline 2/3/2025

[VIEW OPEN PROGRAMS](#)

[SHOW DESCRIPTION](#)

[SHOW REQUIREMENTS](#)

[SHOW CONTACT ADMIN](#)

[HIDE ZOOMGRANTS HELP](#)

ZoomGrants Help [hide this]

Creating a New Application to Submit
The 'Saving' screen is still flashing...now what?
Missed Deadline FAQs

Application Status: Not Submitted

USD\$ 0.00 requested

You must be logged in to begin.

[Summary](#)

[Application Questions](#)

[Proposed Effort Budget](#)

[Required Documents](#)

Application Questions

(answers are saved automatically when you move to another field)

Instructions Show/Hide

The Grants Advisory Commission will make its recommendation to the City Council based upon your written application. Your time and effort spent reviewing the Grant Application Guidelines and completing this application is appreciated. Thank you for improving the quality of life in our community.

1. Lead Agency is:

Non-Profit 501(c)(3)

Non-Profit 501(c)(4)

Private School

2. Project Description: In 50 words or less, describe the proposed program/project, including the use of the funds and who will be served.

Example: The ABC Unified School District requests \$5,000 to support "The Learning Project," a comprehensive youth service and leadership program for low-income youth.

Maximum characters: 65000. You have 65000 characters left.

3. This request will: (Select only one option below)

Launch a new service, program or facility

Continue to provide an existing service

Increase or improve quality of services provided

Expand services provided to a larger population or increase the capacity of a facility

4. Funding Priority (Select only one option below)

Strategic: One-time grants for innovative programs/projects, capital improvements or new initiatives

Operational/Mission Support: Grants for programs/projects that demonstrate effectiveness addressing a community need

Small Request (up to \$10,000): Grants which can go toward either new programs/projects or support existing operations which have demonstrated effectiveness at meeting community need

5. Community Need Areas: (Select only one option below)

Food - Increased access to healthier food options for lower income communities

Health and Wellness - Improved physical, mental and behavioral health, and wellness

Community and Social Context - Improved access to arts and cultural resources for all and a kinder more inclusive and connected community

Education - More vocational training and educational opportunities for all ages

Neighborhood and Physical Environment - Improved access to safe and affordable housing for all

6. Number of:

Board Members

Paid Staff (F/T)

Paid Staff (P/T)

Volunteers

7. Date Founded:

Maximum characters: 65000. You have 65000 characters left.



8. Organization's Mission:

Maximum characters: 65000. You have 65000 characters left.



9. What are the major goals of your organization?

Maximum characters: 65000. You have 65000 characters left.



10. What were the major accomplishments of the organization last fiscal year?

Please list specific outcomes.

Maximum characters: 65000. You have 65000 characters left.



11. Will the organization utilize volunteers for this proposed effort?

If so, please describe roles and responsibilities of volunteers.

Maximum characters: 65000. You have 65000 characters left.



12. Describe the need for this proposed effort and evidence of community support.



Maximum characters: 65000. You have 65000 characters left.

13. Describe the population, number to be served, and how the proposed effort differentiates from similar services in the community. Explain the processes used to ensure those being served are ROSEVILLE RESIDENTS and follow the funding guidelines.

How is the organization uniquely positioned to serve the community?



Maximum characters: 65000. You have 65000 characters left.

14. Does the proposed effort require collaborative partners? If yes, please describe the role/relationship of each partner in the implementation of the proposed effort.

(Does the organization provide/accept referrals? Does the organization participate with other coordinating organizations or work with service, business, and/or government organizations?)



Maximum characters: 65000. You have 65000 characters left.

15. Describe how this proposed effort aligns with Roseville City Council's current Strategic Plan.

The Strategic Plan can be found here: www.roseville.ca.us/strategicplan



Maximum characters: 65000. You have 65000 characters left.

16. Define anticipated outcomes for this proposed effort. How will success be measured?



Maximum characters: 65000. You have 65000 characters left.

17. List below any previous funds awarded in the last five funding cycles by the Roseville Grants Advisory Commission and the purpose of funding.



Maximum characters: 65000. You have 65000 characters left.

18. If your organization received a FY2024-25 grant award, please provide the amount, funds spent to date, accomplishments so far and any challenges encountered.

Maximum characters: 65000. You have 65000 characters left.

19. If full funding is not available, how will the organization be able to accomplish the proposed effort?

How will goals be reduced? How will the proposed effort be affected?

Maximum characters: 65000. You have 65000 characters left.

20. Please list other funding received or requested for this proposed effort (include funder, amount received or requested, and status of request, if applicable). Also include any fundraisers or donations as well as financial support requested or received from governmental entities.

Maximum characters: 65000. You have 65000 characters left.

21. How will your organization reduce costs or generate additional revenue once grant funds are expended to ensure sustainability of this grant effort?

Maximum characters: 65000. You have 65000 characters left.



22. If the grant money obtained is to be used to fund Capital Expenditure, please briefly describe the item(s) needed and the itemized costs.

Capital Expenditure is the purchase of fixed assets that have benefits of more than one year. Ex: construction of buildings, additions and remodeling, initial, additional & replacement of equipment, furniture, fixtures, machinery, vehicles & media.

Maximum characters: 65000. You have 65000 characters left.



23. If requesting Capital Expenditure for property improvement, does the organization own or lease the building or property to be improved?

Yes - Provide proof of ownership or copy of lease in Documents Tab

No - Provide letter from owner authorizing improvements in Documents Tab

No Applicable

24. If requesting funds for Capital Expenditure, have you included the required bids?

If providing bids, use one Quote Summary Sheet per Capital Expenditure located in the Documents Tab.

Yes

No - Provide explanation why bids are not necessary in Documents Tab

Not Applicable

[Previous](#)

[Next](#)

Application ID: -1

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City of Roseville FY2025-26 CBF Grant

CLOSED Deadline 2/3/2025

[VIEW OPEN PROGRAMS](#)

[SHOW DESCRIPTION](#)

[SHOW REQUIREMENTS](#)

[SHOW CONTACT ADMIN](#)

[HIDE ZOOMGRANTS HELP](#)

ZoomGrants Help [hide this]

Creating a New Application to Submit
The 'Saving' screen is still flashing...now what?
Missed Deadline FAQs

Application Status: Not Submitted

USD\$ 0.00 requested

You must be logged in to begin.

[Summary](#)

[Application Questions](#)

[Proposed Effort Budget](#)

[Required Documents](#)

Proposed Effort Budget

*(answers are saved automatically when you
move to another field)*

Instructions Show/Hide

REQUIRED: Budget Narrative - Please provide a budget narrative with the Budget Income and Expense information for the PROPOSED EFFORT for which you are requesting funding. (Funds are awarded in August, information included below is for the Budget year in which funds are to be used.) In the budget narrative, be sure to answer how will funding these costs meet goals and objectives described in this request?

Please note: the AGENCY Budget information is a separate request under the Documents Tab and should not be included below.

Proposed Effort Income

If you use "other" line item, please explain in Budget Narrative box below. The program budget should be balanced and should focus on the proposed effort that would utilize this grant.

Item Description	Proposed Effort Amount
Federal Government Funding	USD\$
State Government Funding	USD\$
Local Government Funding	USD\$
CBF/REACH Grant Request	USD\$
Corporation/Foundation Funding	USD\$
Individual Contributions/Membership Dues	USD\$
Fee for Service	USD\$
Investment/Interest Income	USD\$
In-Kind Support	USD\$
Other	USD\$
	Total USD\$ 0.00

Proposed Effort Expenses

The "other" item descriptions in this section allow you to include other expenses and change "other" to the description, if needed.

Item Description	Proposed Effort Amount
-------------------------	-------------------------------

You must be logged in to apply.

New ZoomGrants™ Account

City of Roseville FY2025-26 CBF Grant

CLOSED Deadline 2/3/2025

[VIEW OPEN PROGRAMS](#)

[SHOW DESCRIPTION](#)

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Creating a New Application to Submit
The 'Saving' screen is still flashing...now what?
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Application Status: Not Submitted

USD\$ 0.00 requested

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[Summary](#)

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[Required Documents](#)

Required Documents

Instructions Show/Hide

Please make sure to attach **all required** documents below.

Use the templates provided for both the Board Authorization, Assurances and Certifications and the Levine Act Form. Leave yourself enough time to get these documents signed by the appropriate parties. Typed in signatures will not be accepted. **Wet signatures, DocuSign or Adobe Sign** are the **ONLY accepted signatures** and should be scanned into ZoomGrants as a PDF.

Newer documents that are being required to be attached to the application are:

- Levine Act Form
- Proof of a Roseville Business License
- Proof of Registration with the Secretary of State
- List of Key Personnel for Proposed Effort Seeking Funding
- Quote Summary Sheet (if applicable)
- Counseling Certifications (if applicable)

Documents Requested *

Required?Uploaded Documents *

Board Authorization - Use Provided Form
(Label - Board Authorization)
Download template: Board Authorization

Required *-none-*

Assurances and Certifications - Use Provided Form
(Label - Assurances and Certifications)
Download template: Assurances & Certifications

Required *-none-*

Levine Act Form - Use Provided Form
(Label - Levine Act)
Download template: Levine Act Form

Required *-none-*

Copy of Current 501(c)3 or 501(c)4 IRS tax determination letter;
E-card is acceptable
(Label - 501c3 or 501c4)

Required *-none-*

Copy of Agency's Registration/Renewal Fee report (RRF-1)
(Label - RRF-1)

Required *-none-*

The RRF-1 must show evidence of being filed with the Attorney General's Office and be the

most current. To check the status of filing go to:
rct.doj.ca.gov

Agency's Budget for the Current Fiscal Year
(Label - Agency Budget) Required *-none-*

A Roseville Business License is required for all contracts with the City of Roseville. Provide a copy of the Roseville Business License or proof of a recent application for a license.
(Label - Business License) Required *-none-*

Registration with the Secretary of State is required for all contracts with the City of Roseville. Provide a copy of the organization's active registration.
(Label - Sec of State) Required *-none-*

Provide a list of Agency Board Members, Officers, Directors, and Key Management positions, include their appointment dates, when term expires and affiliations.
(Label - Board Members) Required *-none-*

Key Personnel: Required *-none-*

Identify all personnel operating the proposed effort paid from grant proceeds. Include their name, job title, and experience. If this is a new position, briefly explain the job responsibilities
(Label - Key Personnel)

Quote Summary Sheet: *-none-*
Complete One (1) Quote Summary Sheet per project/item that will cost \$500 or more.
(Question 24 - if applicable)

Download template: [Quote Summary Sheet](#)

Counseling Certifications: *-none-*
If applicable, upload a copy of each certified counselor California Board Certification.
(Label - Counseling Certifications)

If request is for Property Improvement (Question 23), Proof of Ownership (grant deed, tax bill) or copy of lease specifying the length of property lease is required
(Label -Proof of Ownership) *-none-*

Optional Other *-none-*
Opportunity to upload one document with any

additional information (not previously requested
in the application) you feel important to share
with the Commission
(Label -Optional Other)

** ZoomGrants™ is not responsible for the content of uploaded documents.*

Previous

Application ID: -1

Grants Advisory Commission
Funding Application Required Document List
FY2026/27

Required Documents:

- Board of Authorization Form (Form Provided in ZoomGrants)
- Assurances and Certifications (Form Provided in ZoomGrants)
- Levine Act Form (Form Provided in ZoomGrants)
- Copy of Current 501c 3 or 501c 4
- Copy of Agency's Registration/Renewal Fee Report (RRF-1)
- Copy of Agency's Current Fiscal Year Budget (Detailed)
- City of Roseville Business License
- Copy of Organization's Active Registration with the Secretary of State
- List of Board Members
- Key Personnel for the Program Seeking Funding

Required Documents (if applicable)

- Proof of Ownership/Copy of Lease – Property Improvements
- 3 Written Estimates from Vendor – Capital Expenditures or Property Improvements over \$500 (Form Provided in ZoomGrants)
- Copy of Counseling Certifications (CA Only)
 - Must provide copy of certification of all those providing counseling services
- Option Other – Opportunity to upload one document with any additional information (not previously requested in the application) that the organization feels is important to share with the Commission

City of Roseville

CLOSED Deadline 2/5/2024

2024-25 CBF/REACH/ARPA

SHOW DESCRIPTION

SHOW REQUIREMENTS

SHOW RESTRICTIONS

HIDE ZOOMGRANTS HELP

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Creating a New Application to Submit
The 'Saving' screen is still flashing...now what?
Missed Deadline FAQs

Applicant View

Application Status: Not Submitted

You must be logged in to begin.

Summary Application Questions Project/Program Budget Documents

Fiscal Year 2024/2025 Final Report Fiscal Year 2024/2025 Final Report Totals

Ask a Fiscal Year 2024/2025 Final Report Question

(answers are saved automatically when you move to another field)

Fiscal Year 2024/2025 Final Report Totals

Answers must be entered on the individual Fiscal Year 2024/2025 Final Report tabs.
If you recently edited an answer, then Refresh Page to see updated answers here.

1. Did your agency use all of its funding? If not, how much was used and briefly explain why the unused portion of the grant was not expended.

-Text questions are not calculated-

2. Describe the population served with grant funds and indicate the percentage or number served that were Roseville residents.

-Text questions are not calculated-

3. Describe accomplishments of the project/program funded by the grant.

-Text questions are not calculated-

4. How was success of the project/program measured? Please be specific and identify: 1. the tool(s) used for measuring 2. the result achieved for the program/project for the grant year 3. how the score compared to prior years, if applicable 4. why the result is considered successful.

-Text questions are not calculated-

5. List collaborative partners for the program/project and describe the nature of the collaboration.

-Text questions are not calculated-

6. Will this program/project continue without future grant funds?

-Text questions are not calculated-

Application ID: -1



Review Criteria for FY2026/27 Funding Cycle Citizens Benefit Fund (CBF) Grant Applications

Grant Threshold Requirements

Applications will only be considered if:

- Applicant has submitted all required application documents by the application deadline.
- Applicant has submitted required annual report(s) for FY2024/25 CBF, REACH and ARPA grants.

Grant Application Scoring Questions and Scoring Scale

Scoring Questions	Scoring Scale
1. Application demonstrates the need for the proposed effort.	15
2. Application reflects mission and meets the general requirements and guidelines for CBF, and/or REACH.	10
3. Requested funds achieve an impact on the identified need.	15
4. Application demonstrates evidence of community support.	10
5. Application clearly describes how the collaborative partners increase efficiency and efficacy of the grant.	10
6. Application clearly defines the proposed effort and how success is measured.	15
7. Request is reasonable given the proposed effort and the organization's experience and capacity.	5
8. Additional funding support for this proposed effort is clearly identified.	5
9. Proposed efforts budget is well defined and budget narrative explains how funding will meet efforts goals and objectives.	5
10. Proposed efforts budget is reasonable in relation to the organization's annual budget and demonstrates proposed efforts sustainability.	10
TOTAL POINTS	100