

Thursday, August 31, 2023

11:00 AM

McFarland Municipal Center
Conference Room A

AGENDA

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/85638387610>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 856 3838 7610

Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.

2. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Finance Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. Members of the public who are present in person and wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to finance@mcfarland.wi.us to be included as part of the meeting.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the August 1, 2023 Finance Committee meeting.

4. BUSINESS.

- a. Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from Indigenous Solidarity Collective of McFarland (ISCM).

5. SCHEDULE NEXT MEETING DATE.

- a. September 21, 2023 at 11:00 a.m.

6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND
Finance Committee Minutes
Tuesday, August 1, 2023 - 11:00 AM

1. CALL TO ORDER, ROLL CALL.

Village Trustee Hilary Brandt called the regular meeting of the Finance Committee to order at 11:00 AM in Conference Room A.

Members present: Hilary Brandt, Stephanie Brassington, Michael Flaherty

Members not present: None.

Staff Present: Village Administrator Matt Schuenke and Community & Economic Development Director Andrew Bremer

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Finance Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. Members of the public who are present in person and wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to finance@mcfarland.wi.us to be included as part of the meeting.*

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.
None.

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the May 17, 2023 meeting.*
Motion by Village Trustee Hilary Brandt, second by Village Trustee Michael Flaherty, to approve the minutes of the May 17, 2023 meeting. Motion carries 3 - 0 - 0 by acclamation.

4. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from Dan Chin Homes Foundation.*
Motion by Village Trustee Hilary Brandt, second by Village Trustee Stephanie Brassington, to recommend denial to the Village Board regarding a Community Grant Application from Dan Chin Homes Foundation. Motion carries 3 - 0 - 0 by acclamation.
- b. *Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from McFarland Community Festival.*
Village Trustee Stephanie Brassington left the table at 11:20 am. She recused herself as

she filed the application.

Motion by Village Trustee Hilary Brandt, second by Village Trustee Michael Flaherty, to recommend approval to the Village Board regarding a Community Grant Application from McFarland Community Festival. Motion carries 2 - 0 - 0 by acclamation.

Village Trustee Stephanie Brassington rejoined the table at 11:23 am.

c. Discussion regarding draft Library Impact Fee Study and Public Safety Center Impact Fee Study.

Community & Economic Development Director Andrew Bremer went over the history of this study and the work that we did.

d. Discussion regarding the creation of Chapter 14 of the Fiscal Policy Manual as the Affordable Housing Fund Policy.

Community and Economic Development Director Andrew Bremer went over this policy.

5. SCHEDULE NEXT MEETING DATE.

a. Thursday, August 31, 2023 at 11:00 am.

6. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Michael Flaherty, to adjourn at 12:15 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Jennifer Haried
Accountant/Deputy Treasurer

McFarland
SUMMARY SHEET

MEETING DATE: Thursday, August 31, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk

AGENDA ITEM: Discussion and action to make a recommendation to the Village Board regarding a Community Grant Application from Indigenous Solidarity Collective of McFarland (ISCM).

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Please find enclosed for review an application to the Community Grant Program from Indigenous Solidarity Collective of McFarland. Staff conducted its review for completeness and completed a form also outlining our findings.

FINANCIAL/BUDGET IMPACT:

The request from the grant program is for \$1,055. The Committee has discretion in how much it wishes to recommend within its approval to the Village Board.

The total allocation unspent from within this program is presently \$15,000.

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

Chapter 13 - Community Grant Policy

Enclosed within this item. This policy outlines the parameters by which the funds allocated for Community Grants can be expended. The Committee should review applications while considering the Program Objectives in Section 13.04 and the evaluation criteria outlined in Section 13.08 under Application Evaluation.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action

Motion to recommend approval to the Village Board regarding a Community Grant Application from the Indigenous Solidarity Collective of McFarland l in the amount of

_____.

ATTACHMENTS:

1. Indigenous Solidarity Collective of McFarland - Cover Letter



2. ISCM - Community Grant Application (002)_Redacted
3. ISCM - Staff Review - 08.24
4. Chapter 13 - Community Grant Program 05232023 FINAL

McFarland Community Grant

Indigenous Solidarity Collective of McFarland

Honor with Action

On behalf of the Indigenous Solidarity Collective of McFarland we are submitting an application for the McFarland Community Grant to support the anticipated financial needs for a formal Land Acknowledgement ceremony during the 2023 McFarland Community Festival.

In a joint session on May 3, 2023, the Village Board and McFarland School District passed the co-written Land Acknowledgement offered by the Indigenous Solidarity Collective of McFarland (ISCM) and the Ho-Chunk Nation. Although the joint session included education and awareness – specifically from Brian Ward, MHS history teacher, and Ryan Greendeer, Ho-Chunk Nation – the ISCM has had a long-term goal to bring the Land Acknowledgement to the larger McFarland community.

With this in mind, we are partnering with the McFarland Community Festival committee and holding a formal ceremony on September 23rd at Arnold Larson Park. Below is an outline of the event and the individuals we are grateful to for being a part of the ceremony.

Event Schedule

Brian Ward (emcee)

11:00 - Art Shegonee -	Welcome and Blessing
11:10 - Brian Ward -	Reading of the McFarland Land Acknowledgement
11:20 - Carloyn Clow -	Commitment from the Village (3-5 minutes)
Aaron Tarnutzer -	Commitment from the School District (3-5 minutes)
11:30 - Elliott Funmaker -	Presentation and Drummers
12:00 - Closing	Appreciation and What is your Commitment
10:00 - 1:30 PM	Resource Tables

- 1) ISCM table
 - a) Sign-up sheet
- 2) DEI Village Committee
- 3) MEP (Tamie)
- 4) Art/Dawn Shegonee - flier/schedule of upcoming event
- 5) Ho Chunk (Brian)
 - a) Information about the Community Center

We anticipate the event will cost approximately \$2110.00. The funding request is to financially support our guest speakers - Indigenous elders Elliott Funmaker and Art Shegonee - and the drummers/dancers who will be contributing their talents to the event. Additionally, we are hoping to have a banner of the Land Acknowledgement printed to be used/reused for future events; and marketing signage.

Aaron Tarnutzer, McFarland School District Superintendent, has committed \$1055.00, half of the anticipated event budget. We are applying for the remaining half - \$1055.00 – from the Community Grant. As a new organization we have not had the opportunity to identify funding outlets; however, that is a long-term goal. We are hopeful that the Community Grant can support this upcoming event for our larger community.

Thank you for your consideration of our application. We appreciate the past and continued support of the Village in our endeavors and would appreciate this financial support to fully realize the ceremony and acknowledgement of this collaborative effort within our community.

Kindly,

Indigenous Solidarity Collective of McFarland Work Group
Samantha Zeilenga, Community
Tamie Klumpyan, Community
Brian Ward, School District
Dawn and Art Shegonee, Community

Vision	Cultivate a long-term mutual relationship and institutionalized partnership between the district, village and the people of the Ho-Chunk nation (ongoing, regardless of the topic, proactive and responsive meeting the needs of all).
Mission	Intentionally co-create opportunities for education and activation for McFarland students community members to engage in the history of our land, our responsibility to the land, and the people of/ relationship with the Ho-Chunk Nation.



Community Grant Program Application

Program Description

The Village of McFarland recognizes that support within the Community exists and develops in many different facets. In order to foster programs and ideas to create a healthier and more equitable environment within our Community, this Community Grant Program is created to catalyze projects that improve our local quality of life within eligible activities.

For more information, please review [Chapter 13 of the Village's Fiscal Policy Manual](#) or contact [Village Administrator Matt Schuenke](#).

Eligibility Information

Community organizations that are an active group or organization that regularly meets within the Village of McFarland that is tax exempt pursuant to Section 501(c)(3) of the Internal Revenue Code or that provide charitable services, sponsorships, or donations within the Community without discrimination on the basis of sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military status, or any other legally protected status.

Organization/Group Information

Organization/Group Name	Indigenous Solidarity Collective of McFarland (ISCM)
Organization/Group Address	N/A
Organization/Group Website, if applicable	N/A

Please describe mission/purpose/goals of Organization/Group	Vision: Cultivate a long-term mutual relationship and institutionalized partnership between the district, village and the people of the Ho-Chunk nation (ongoing, regardless of the topic, proactive and responsive meeting the needs of all). Mission: Intentionally co-create opportunities for education and activation forMcFarland students community members to engage in the history of our land, our responsibility to the land, and the people of/ relationship with the Ho-Chunk Nation. Spring 2023 - Land Acknowledgement (COMPLETED) In partnership with Ho-Chunk Nation, Village Board and McFarland School Board, co-wrote and unanimously voted to accept the McFarland Land Acknowledgment at a May Joint session of both boards. Summer/Fall 2023 - Land Acknowledgement Community Ceremony (IN PROGRESS) * Reading of Land Acknowledgement * Speaker(s), Drummers and Dancers * Preservation Plan education/awareness * Community Resource TablesEducation Programming *Land & Relationship Acknowledgement Event as a part of McFarland Community Festival April '22 - October '23 - Update/Publish School Indigenous People's Curriculum - (IN PROGRESS) School district goal to continue to update and publish the Indigenous curriculum to share out. Fall 2023 - Effigy Mounds Preservation Plan Education and Awareness (ON GOING) * Build relationships with Natural Resources and Parks/Recreation Village committees to offer support and stay updated on Village Effigy Mounds Preservation plan. Fall 2023 - Education and Community Learning - (IN PROGRESS) Host community learning/study group - in partnership with E.D. Locke Library - with the book - Becoming Kin by Patty Krawec Brian Ward, Tamie Klumptyan, E.D. Locke Library partners Fall 2023 - Create lines of organizational communication * Event marketing * Signage for future events * Social media presence * Plaques for land acknowledgement
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Main Contact Information

Main Contact First Name	Tamie
Main Contact Last Name	Klumptyan
Main Contact Address, Including City, State, Zip	6020 Perrot Place, McFarland, WI 53558
Main Contact Phone Number	
Main Contact E-mail Address	
Main Contact Role within Organization/Group	Core team member
Main Contact Role within the Project	Event Planning Team - member
Describe Main Contact's Experience with Organization/Group and/or Similar Projects	I am a member of the core group that founded ISCM. We have been developing the group over the past two years and simultaneously working with partners on the Land Acknowledgement and greater understanding of the status of the Preservation Plan. We meet regularly and are currently in the process of developing our 2024 goals and communication plan.

Community Grant Program Application

Key Personnel

In addition to the main contact identified on the previous page, please identify all key personnel within organization/group and/or involved in the project.

i. **First Name**

Samantha

Last Name

Zeilenga

Role within Organization/Group and/or Project

Member

Describe Experience within Organization/Group and/or Similar Projects

Founding member who has been directly involved with the Land Acknowledgement co-creation and working closely with Village committee to seek opportunities to elevate awareness and education of Effigy Mounds preservation.

Please select plus sign below to add additional personnel.

ii. **First Name**

Brian

Last Name

Ward

Role within Organization/Group and/or Project

Member

Describe Experience within Organization/Group and/or Similar Projects

Founding member, history teacher at McFarland High School, designer of Indigenous Studies course, and significantly involved in Land Acknowledgement co-creation and relationship building with Ho-Chunk Nation.

Please select plus sign below to add additional personnel.

iii. **First Name**

Art

Last Name

Shegonee

Role within Organization/Group and/or Project

Member

Describe Experience within Organization/Group and/or Similar Projects

A founding member of ISCM, Art is a Menominee and Potawatomi activist, dance artist, and educator. He is a co-founder of the Call for Peace Drum & Dance Company. A member of the Wolf Clan and carries the Native American name Canasa, which translates to Little Golden Eagle. Art is an active member in the co-creation of the Land Acknowledgement and education within the community.

Please select plus sign below to add additional personnel.

iv. **First Name**

Dawn

Last Name

Shegonee

Role within Organization/Group and/or Project

Member

Describe Experience within Organization/Group and/or Similar Projects

Found member and a co-founder of the Call for Peace Drum & Dance Company. Dawn has been a strong advocate of education through ISCM's efforts within the community.

Please select plus sign below to add additional personnel.



Community Grant Program Application

Grant Request Information

The Organization/Group is requesting funding for: (Check all that apply)

- Enhancement of community/neighborhood engagement, special event development, and/or public education

Amount of funding being requested 1055

Describe funding request

The ISCM will be offering a community event during the McFarland Community Festival - scheduled from 10-2 on Saturday, September 23rd at Larson Park. A formal ceremony is scheduled from 11-12, with resource/community tables before and after.

Although the Land Acknowledgement was passed and read formally on May 3rd during the joint session of the School Board and Village Board, this event is intended to share-out and celebrate with the entire community.

The funding request is to financially support our guest speakers - Indigenous elders Elliott Funmaker and Art Shegonee - and the drummers/dancers who will be contributing their talents to the event. Additionally, we are hoping to have a banner of the Land Acknowledgement printed to be used/reused for future events; and marketing signage.

Describe goals/objectives of project

Celebrate and formally share the Land Acknowledgement passed in May of 2023 with the community during the McFarland Community Festival.

Describe budget of project	Anticipated Event Budget: \$1200.00 - Elliott Funmaker - Speaker, Drummers and Dancers \$200.00 - Art Shegonee - Speaker \$60.00 - High School Student Sound/Tech Support (\$20.00 an hour) \$300.00 - Land Acknowledgement Printed Banner (reusable) \$300.00 - Event Marketing Signage/Banner \$50.00 - Water/fruit for drummers/dancers TOTAL: 2110.00
Describe timeline of project	Event Schedule Brian Ward (emcee) 11:00 - Art Shegonee - Welcome and Blessing 11:10 - Brian Ward - Reading of the McFarland Land Acknowledgement 11:20 - Carloyn Clow - Commitment from the Village (3-5 minutes) Aaron Tarnutzer - Commitment from the School District (3-5 minutes) 11:30 - Elliott Funmaker - Presentation and Drummers 12:00 - Closing Appreciation and What is your Commitment 10:00 - 1:30 PM Resource Tables Tables: ISCM DEI Village Committee McFarland Equity Project (MEP) Art/Dawn Shegonee - flier/schedule of upcoming event Ho-Chunk Nation - Information about the Community Center



Community Grant Program Application

References

Please provide references

i. **Organization/Group Name, if applicable**

McFarland School District

Contact Person's First Name

Aaron

Contact Person's Last Name

Tarnutzer

Contact Person's Phone Number

608-838-4550

Contact Person's E-mail Address

tarnuta@mcfds.org

Please describe the nature of the relationship with this reference, including any experience of working with your Organization/Group on a similar project

Aaron was a founding member of the ISCM and an active contributor to the co-creation of the Land Acknowledgement. He contributed as a representative of the School District and as a committed community member to this work. Aaron continues to support ISCM's efforts through transparent communication with the group and identifying options for future partnership.

Please select the plus sign below to add additional references.



Community Grant Program Application

Cover Letter

Please submit a Cover Letter summarizing your request.

File(s) attached:



Indigenous Solidarity Collective of McFarland - McFarland Community Grant 2023.doc

Additional Attachments

Please attach any other supplementary information supporting the funding request. This area could also include letters of support for the funding request.



Community Grant Program Application

Acknowledgements

The Organization/Group submitting this application acknowledges the following:

- The Organization/Group meets the eligibility requirements identified in Chapter 13 the Village of McFarland Fiscal Policy Manual.
- Funding may be granted at the discretion of the Village of McFarland and subject to the availability of funds.
- The Organization/Group is expected to seek additional resources to accomplish project goals.
- At the completion of the project, the Organization/Group will submit to the Village of McFarland a Project Summary outlining how the funds were used within the proposal awarded.

Name of Person Submitting Application	Tamie Klumppan
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Role within Organization/Group	Member
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As the person submitting this application, I certify that:

- I am authorized by the Organization/Group to submit this application on behalf of the Organization/Group.
- To the best of my knowledge and belief with regard to the foregoing application and any attachments thereto, I have read and made complete answers to each question and that my answers in each instance are true and correct.

Signature	
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Date	08/13/2023
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Community Grant Application

Staff Review

Applicant: Indigenous Solidarity Collective of McFarland (CSM) Submittal: August 13, 2023

Cover Letter **Yes** No Application **Yes** No Supplemental Yes **No**

Eligible **Yes** No

Reason: Community non-profit organization that provides charitable services through education.

Fundable Requests – Applicant Selected:

- (a) Enhancement of community/neighborhood engagement, special event development, and/or public education.
- (b) Youth mentoring and education.
- (c) New, small capital projects and/or equipment.
- (d) Promotion of health, wellness, food security, and natural care.
- (e) Advancement of sustainable ideas for the better of the local environment.
- (f) Adult education and workforce development.
- (g) Other funding may be considered if in the sole discretion of the Village it is determined the request enhances the quality of life within the Community.

Application Complete **Yes** No

Staff Comments

None.

Reviewer: Cassandra Suettinger

Review Date August 24, 2023

Committee Review August 31, 2023

Village Board Review September 12, 2023 (Tentative)

CHAPTER 13 Community Grant Program

SECTION 13.01 Program Description

The Village of McFarland recognizes that support within the Community exists and develops in many different facets. In order to foster programs and ideas to create a healthier and more equitable environment within our Community, this Community Grant Program is created to catalyze projects that improve our local quality of life within the eligible activities.

SECTION 13.02 Purpose

The purpose of this policy is to provide uniform guidelines to:

- (a) Provide a framework for the fair and transparent disbursement of public funds in support of this program;
- (b) Ensure that all applicants to the program are treated fairly and equitably;
- (c) Minimize administrative oversight and encourage consistency in the application process; and
- (d) Provide Village Board and Staff with guidance on appropriate expenditures, record keeping, and reporting expenses related to this program.

SECTION 13.03 Eligibility

- (a) Community organizations that are an active group or organization that regularly meets within the Village of McFarland that is tax exempt pursuant to Section 501(c)(3) of the Internal Revenue Code or that provide charitable services, sponsorships, or donations within the Community without discrimination on the basis of sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military status, or any other legally protected status.

- (b) The following entities are not eligible to apply for the grant program:
 - (1) Individual Applicant.
 - (2) Organizations awarded one (1) grant within the same calendar year.
 - (3) K-12 education institutions (unless said institution has an incorporated, non-profit element that submits an application).
 - (4) Post-secondary educational institutions.
 - (5) Religious organizations seeking to use grant proceeds for religious purposes, whether directly or indirectly, as determined by the Village.
 - (6) Foundations or other organizations utilizing funds exclusively for personal expenses.

SECTION 13.04 Program Objectives

- (a) Enhances the vibrancy and livability of the Village.
- (b) Demonstrates creativity, innovation, and addresses Community needs.
- (c) Aligns with the goals and objectives of the Village to partner in improving the local quality of life.
- (d) Provides realistic vision on Community impact and outreach.
- (e) Aligns with diversity, equity, and inclusion initiatives of the Village.

SECTION 13.05 Fundable Requests

Funding requests with a strong and realistic plan for success as follows:

- (a) Enhancement of community/neighborhood engagement, special event development, and/or public education.

- (b) Youth mentoring and education.
- (c) New, small capital projects and/or equipment.
- (d) Promotion of health, wellness, food security, and natural care.
- (e) Advancement of sustainable ideas for the better of the local environment.
- (f) Adult education and workforce development.
- (g) Other funding may be considered if in the sole discretion of the Village it is determined the request enhances the quality of life within the Community.

SECTION 13.06 Non-Fundable Requests

The following requests may not be funded in accordance with this policy:

- (a) Annual and/or ongoing capital campaigns including support for debt service or endowment funds.
- (b) Building projects either new construction or remodeling.
- (c) Land acquisition.
- (d) Ongoing maintenance and operational support including personnel expenses.
- (e) Services otherwise supported through the health care system.
- (f) Lobbying.
- (g) Scholarships.
- (h) Sports and recreation events.
- (i) Personal expenses.

SECTION 13.07 Application Submittal

Each request to be submitted to the Village for consideration shall provide the following:

- (a) **Cover Letter.** Included within a separate heading summarizing the request.
- (b) **Application.** Included within Appendix A of this policy. The Application will bring together the relevant information outlining the request proposal the applicant is looking to see funded. This will include but not limited to identifying the organization, funding request, goals/objectives, experience, identifying key personnel, budget, timeline, references, and submittal requirements.
- (c) **Attachments.** Any other supplementary information needing to be attached to the application in order to support the funding request as filed. This area could also include letters of support for the funding request as provided.

SECTION 13.08 Application Evaluation

The following criteria will be applied to the review of applications for funding:

- (a) Request produces meaningful, reasonable, and sustainable outcomes.
- (b) Strengthens and enhances neighborhood/community assets.
- (c) Promotes self-sufficiency of individuals and/or organizations.
- (d) As part of the application evaluation process, the Village shall conduct a criminal background check on representatives responsible for the applicant organization. The following will be among the factors considered in determining whether or not the applicant will be eligible for a funding award based on the results of the background check:
 - (i) The nature and gravity of the offense(s).
 - (ii) The time that has passed since the conviction and/or completion of the sentence.

- (iii) The nature of the position held by the individual and/or principal member.
- (iv) Procedures and policies in place to ensure the appropriate handling and use of monies.
- (e) Encourages coordination/collaboration with other relevant Community partners.
- (f) Fosters innovation and entrepreneurship.
- (g) Experience of the organization and the individuals responsible for administering the funds.
- (h) Timeline and the realistic nature of implementation.
- (i) Aligned with Village Goals and Objectives through the annual Strategic Implementation Plan.
- (j) **Review Process.** Each application submitted shall be reviewed as follows:
 - (i) **Staff Review.** All applications shall be filed with the Administration Department to ensure completeness of the information provided. Completed applications will be forwarded to the Finance Committee for consideration at their next available meeting scheduled at the discretion of the Village.
 - (ii) **Committee Review.** The Finance Committee shall review all applications submitted following Staff determination of completeness. They will review and provide a recommendation as to whether it should be awarded to the Village Board to ensure applications are complete. This recommendation may include to award as requested, award with conditions/modifications, or to not award.
 - (iii) **Board Action.** The Village Board shall receive the recommendation from the Finance Committee and in its sole discretion take action on the request.

SECTION 13.09 Funding Awards

- (a) Grant applications may be requested subject to the availability of funds and within the discretion of the Village. Program funding through this grant may or may not be the sole financial supporter of projects, as applicants are expected to seek additional resources to accomplish project goals.
- (b) The grant program may provide payment upon award of funding.
- (c) All funding awards subject to the availability of funds as authorized within the Annual Budget by the Village Board for the Village of McFarland.

SECTION 13.10 Final Report

- (a) **Project Summary.** Included within Appendix B of this policy. A Project Summary will bring together the relevant information outlining how the funds were used within the proposal awarded. This will include but not limited to identifying the organization, providing the summary, detailing conclusions, outlining a final budget, and other relevant information needed as applicable.

* * *

Appendix A Application

Appendix B Final Report

Adopted: May 23, 2023

Revised: None