

## **Village of Hastings-on-Hudson Grant Funding Policy**

The Village is regularly engaged in seeking out and applying for grant funding opportunities for projects. Through grant funding, the Village is able to further enhance Village infrastructure, the lives of residents, and the experience of residents and visitors.

The below policy applies to Elected Officials, Employees, and Volunteers who are engaged with the Village on a regular basis. The Village encourages all Elected Officials, Employees, and Volunteers to regularly explore grant opportunities and funding for which the Village may consider applying. The following procedure should be followed before a grant opportunity may be pursued:

- Elected Officials should inform the Mayor and Village Manager of the grant funding opportunity.
- Employees should inform their department head and the Village Manager of the grant funding opportunity.
- Volunteers should inform the Village Manager of the grant funding opportunity.

Once a grant opportunity is identified, the Village Manager will review the grant opportunity to bring to the Village Board for authorization.

Funding and match requirements must be approved prior to submission. The Village would not want to apply for a grant to which it cannot make a full commitment.

**Adopted 10.03.2023**