



CITY OF HARRISONBURG
**OFFICE OF THE
CITY MANAGER**

ALEXANDER "ANDE" BANKS, VI, CITY MANAGER
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December 11, 2023

Dear Non-City Organizations or Agencies,

The City of Harrisonburg Civic and Community Organizations Grant Program provides an opportunity for qualified non-profit organizations that deliver services to Harrisonburg residents to receive funding from the City. City Code Section 4-2-9 states that each outside agency or charitable organization which requests a financial contribution from the City or currently receives a financial contribution from the City must submit its application by January 30th of each year.

The application link is available at: <https://www.harrisonburgva.gov/financial-contribution-request>. Applications are due **no later than 5:00 PM, Tuesday, January 30, 2024**.

The community organization grant review committee will review and consider all applications. All applications will be scored using a rubric that is available for your review on the grant webpage.

The community organization grant review committee submits its funding recommendations to the City Manager for consideration. The City Manager will review and determine which recommendations to include in the budget as is feasible based on financial constraints. The Harrisonburg City Council will review and consider award of funds to selected non-profit organizations included in the City Manager's proposed budget.

Non-profit organizations selected to receive funds will be required to sign and execute an agreement with the City of Harrisonburg. The agreement will require submission of a semi-annual reporting form.

If you have any questions or need additional information, please contact:

Luke Morgan
Grants and Programs Analyst
(540) 432-7739
luke.morgan@harrisonburgva.gov

Sincerely,

Ande Banks
City Manager