



**NOTICE OF A REGULAR
ARCH COMMISSION MEETING
April 22, 2024, at 6:00 PM**

PUBLIC NOTICE is hereby given that the Vineyard ARCH Commission will hold a regularly scheduled ARCH Commission meeting on Monday, April 22, 2024, at 6:00 PM, in the City Council Chambers at City Hall, 125 South Main Street, Vineyard, UT.

- 1. CALL TO ORDER/INVOCATION/INSPIRATIONAL THOUGHT/PLEDGE OF ALLEGIANCE**
- 2. CONSENT ITEMS**
- 3. BUSINESS ITEMS**
 - 3.1. ARCH Grant Policy Manual and Application**
- 4. STAFF, COMMISSION, AND COMMITTEE REPORTS**
 - 4.1.** Event Manager Anna Nelson Staff Report
 - 4.2.** Parks and Recreation Direction Brian Vawdrey Staff Report
- 5. REVIEW OF UPCOMING EVENTS AND ASSIGNMENTS**
 - 5.1. Review of Bike Month and Updates to Vineyard Days**
- 6. ADJOURNMENT**

The next meeting is on May 16th.

This meeting may be held in a way that will allow a board member to participate electronically. The Public is invited to participate in all ARCH Commission meetings. In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify Anna Nelson at least 24 hours prior to the meeting by calling (801) 226-1929 or emailing her at annan@vineyardutah.org.

The foregoing notice and agenda were posted on the Utah Public Notice Website and Vineyard

Website, posted at the Vineyard City Offices and City Hall, delivered electronically to city staff and each member of the ARCH Commission.

4/20/2024

**AGENDA NOTICING COMPLETED
ON:**

CERTIFIED (NOTICED) BY:

PAMELA SPENCER, CITY
RECORDER



VINEYARD

STAY CONNECTED

www.vineyardutah.org

Office Use Only

ID No :

Date :

Received by ID No

ARCH GRANT

Process and Timeline

- May 1st** : Applications Opened for Grant Funding
- June 15th** : Reviewed by the Board and recommended to the City Council
- June 26th** : Project Funding Awarded
- June 30th** : RAP Tax Funds Distributed

- All requests for Vineyard City RAP Tax funds must be submitted via an application provided by the ARCH Grant Program. Applications are available each year starting May 1. The ARCH Grant Program may revise the attached application prior to making it available each year.
- All applications must be submitted prior to the application deadline. Late applications will not be considered. Applications will be received each year, from May 1 – June 1.
- The ARCH Commission will review every application, and accompanying material, and shall identify and recommend which grants the City Council should approve via majority vote. Applicants may be required to make a presentation and discuss the merits of their proposals in front of the ARCH Commission and/or City Council.
- The ARCH Commission will provide notice to applicants regarding their recommendations to the City Council and the City Council's final decisions on distribution of funds to be received. Those applicants who were disqualified or denied funding will also be notified.

Application Form

ARCH GRANT



ORGANIZATION INFORMATION

Organization	:				
Contact	:		Phone Number	:	
Address	:				
Zip Code	:		City / Country	:	
E-Mail	:		Federal Tax ID	:	
Is your organization a registered 501C3:		☐ Yes	☐ No	Grant amount requesting:	

Please categorize your organization's primary discipline and activity type.

What specific initiatives, programs, projects, or services does your organization provide that directly contribute to advancing or preserving Art, Recreation and Parks, Culture, or Heritage within Vineyard

Describe how your organization is funded.

Has your organization received a grant in the last 12 months : ☐ Yes ☐ No



PROJECT REQUESTING GRANT

Project Title :

Is the project an event? (if so, please attach a special event application.) : ☐ Yes ☐ No

Briefly, what is the objective of your project.

What is the tentative outlined dates for the project?

Describe your project and how it will benefit the citizens of Vineyard

Who is your intended audience (include age range) and how many people will your project serve?

Where area of Vineyard will your project take place?

How do you plan to promote your project?

What, if any, other funding sources are you seeking or using for this project?

If not fully funded by this grant, will you still be able to do this project?

☐

Yes

☐

No



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ID No :

Date :

Received by

Grant
**COMPLIANCE
REPORT**

AN ANNUAL COMPLIANCE REPORTS IS REQUIRED IF A GRANT IS ISSUED FOR YOUR PROJECT. AND MUST BE SUBMITTED TO THE ARCH COMMISSION BY THE SECOND TUESDAY IN JUNE

Organization :

Date :

Year Awarded :

Tax ID :

Amount awarded :

E-Mail :

Date	Item Description	Amount	Documentation

I hereby certify that the expenses and activities accounted for in this expenditure compliance report are legitimate and correct.

Total \$

Vineyard City ARCH Grant Program Policy & Procedure Manual

ARCH Grant Program Overview

Background

In November of 2019, a majority of Vineyard City voters approved the RAP Tax. The RAP tax went into effect on April 1, 2020 and will last for 10 years. The November 2029 General Election will include a ballot proposition to continue the RAP Tax for the next ten years.

The RAP tax provides additional funding for the community. One tenth of one percent of the City's sales tax goes to fund community improvements such as, but not limited to City owned cultural or recreational facilities, private nonprofit cultural organizations, a qualifying facility within the geographic area of an entity that is a party to interlocal agreement with the City, and ongoing operating expenses of a City owned recreational facility.

In February of 2023, The ARCH Commission was created by the City Council and one of the commission's duties is to review grant applications for a portion of RAP tax funding. The board consists of 4 volunteer citizens of Vineyard City and one at-large representative who gives their recommendation to the City Council on funding requests.

Eligibility

In order to qualify for RAP tax funds, an organization must:

1. Be a 501(c)(3) nonprofit organization, or a city funded recreation, arts, event or cultural program or facility.
2. Qualifying 501(c)(3) nonprofit organization must:
 1. Have, or commit to have, a significant presence in Vineyard City; and
 2. Have as a primary purpose the advancement and/or preservation of natural history, art, music, theater, dance, heritage or cultural arts.

RAP Tax funds can be used for a variety of projects and programs, in accordance with Utah State Code 59-12-1402 and Vineyard City Code 4.14. Funding may be used to support municipal or nonprofit 501(c)(3) organizations providing programs such as, but not limited to:

Heritage Foundation

Arts Festivals

Theater Groups

Bands

Museums

Certain Capital Improvements Projects

Events

Recreation Facilities

Library

Trails/Bike Paths

Playing Fields/Courts

ARCH Grant Application Process

ARCH Grant Program Annual Timeline

May 1–June 1 Applications Opened for Grant Funding

June 1–June 12th Reviewed by the Board and recommended to Council

June 26th Project Funding Awarded

June 30th–RAP Tax Funds Distributed

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General Guidelines

5. The ARCH Program Grant funds are not an entitlement. Filling out an application does not guarantee that any funds will be awarded
6. The Vineyard City Council shall make all final determinations as to the amount of RAP tax funds to be distributed to each entity or organization

7. The fact that a particular project, facility, or organization has previously received RAP tax funds does not guarantee that it will receive subsequent funding unless so authorized in the original grant
8. Grant funds may be provided to publicly owned and operated facilities, all facilities must be located in Vineyard or within the boundaries of an inter-local agreement with Vineyard City.

Award Recipient Requirements

After the City Council approves the final annual RAP tax funding distribution list through the budget process, each recipient receiving a grant shall:

1. Enter into an agreement with the City prior to receiving funds. Said contract shall include:
 - A detailed planned use schedule of expenditures
 - A beginning and end date for the project, if applicable.
 - A provision allowing for Vineyard City to verify all application information and use of funds information
2. The required agreement must be executed within 30 days of the City Council approving the RAP Tax funds. RAP Tax funds will be disbursed in accordance with the City's fiscal year (July 1- June 30). Distribution of funds will be at the discretion of the City. Organizations who do not expend all their grant funds by the following fiscal year shall return any unused portion of the grant to the City by June 30th, unless otherwise determined by the City.
3. Ensure that all promotional items, programs, publications, performances and other printed materials include the ARCH logo or other language required by the ARCH Grant Program supplied by the City.
4. Provide itemized expenses in a year-end report (compliance report). The report must be received by the 2nd Tuesday in June. If the report is not received grant funds will be required to be returned and the grant applicant will no longer be eligible for future Vineyard City grants.
5. Future grant funding may be withheld due to inadequate and incomplete reports.



VINEYARD
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VINEYARD CITY COUNCIL STAFF REPORT

Meeting Date: April 22, 2024

Agenda Item: Review of Bike Month and Updates to Vineyard Days

Department: Parks and Recreation

Presenter: Anna Nelson

Background/Discussion:

Event Manager Anna Nelson will present the tentative plans for Bike Month. And update the Commission on Vineyard Days.

Fiscal Impact:

N/A

Recommendation:

Sample Motion:

N/A

Attachments:

None