**City of Mosier Appropriations Policy for Small, Local Entities**

The City of Mosier may set aside a small fund of no more than *$1,000* per year to support entities that provide education; civic and community betterment; culture and arts; or health, welfare and social services for Mosier residents.

The entity must meet the following requirements -

1. Not for profit entity
2. Annual budget of less than $10,000
3. Benefits local residents – defined by City boundary
4. Not an individual or a government entity or affiliated with a national entity

Entities must submit an application to the City each year. The submittal deadline is March 1 but can be extended. The Mosier City Council will review all applications and make appropriations by April 1.

Application to include:

**Letter of request**

This is a business letter of no more than one page formally requesting a City appropriation.

The submittal of an application does not guarantee that any City funds will be appropriated to the entity. The Mosier City Council has complete discretion for appropriations to small, local community entities.