

FY25 CPPS Companion FAQ for Applicants

What is CPPS?

Community Projects, Programs, and Services, or CPPS, is a grant program that allows Councilmembers to award funding directly to organizations for projects, programs, or services that benefit the city's neighborhoods and communities.

Who can apply for CPPS?

Tax-exempt or nonprofit organizations and public agencies for projects, programs, or services that serve a lawful public purpose to benefit the City's neighborhoods and communities and also meet the requirements of [Council Policy 100-06](#).

How much CPPS funding is available?

The Fiscal Year 2025 budget includes a \$900,000 allocation for CPPS. Funding is split evenly among the nine Council Offices, allocating \$100,000 to each office's discretionary CPPS budget. Funding requests and awards must be no less than \$1,500, and the last fiscal year saw a median award of \$3,000.

When can I apply for CPPS?

The CPPS application will be open from **July 8, 2024, to August 9, 2024**, and will be available on our [webpage](#).

What are the application requirements?

- Hold a tax-exempt or nonprofit status with the [Internal Revenue Service \(IRS\)](#).
 - Possess an official tax-exempt determination letter.
- Be in good standing with the [California Secretary of State \(SOS\)](#).
- Be in good standing with the [California Attorney General \(AG\)](#).
 - Some entities may be considered exempt by the AG.
- Be financially solvent.
 - Provide an annual return, such as an IRS Form 990 (which may be exempt for newer nonprofits).
- Be able to disclose all sources of organizational funding.
- Be able to adequately describe the project, program, or service and how it provides a public benefit to San Diego.

Can I apply for multiple projects?

Yes, an eligible nonprofit or public agency may submit as many applications as they would like. We ask that applicants submit individual applications for each unique project, but projects that are closely connected or part of a series may be consolidated in one application.

Can I request funding from multiple Councilmembers?

Yes, applicants will have the option to request funds from as many Councilmembers as they'd like within the application. An applicant may request funds from as few as one Councilmember or as many as all nine for a project.

What are the permissible uses of CPPS funds?

1. Capital improvements performed on *private* property.
 - a. Facilities must be open to the public and not require membership.
 - b. Capital improvement projects cannot be performed on *public* property.
 - c. Projects with a total cost of above \$15,000 involving alteration, demolition, installation, or repair work and with a total cost of above \$25,000 involving new construction work will be subject to prevailing wage laws.
 - i. The contractor performing the work must be registered with the Department of Industrial Relations (DIR) if applicable.
2. The purchase of equipment, materials, goods, supplies, technology, or educational services.
 - a. You cannot purchase surveillance technology, such as security cameras, with these funds.
3. The staging of social, environmental, educational, cultural, or recreational community programming or events.
 - a. Ticketed events are allowed if they are open to the public.
 - b. Travel expenses are allowed but may receive greater scrutiny.
4. The purchase of food or beverages *only if they are provided to individuals or families in need*.
 - a. For example, a food bank or homeless shelter may purchase food or beverages for their clients, but you cannot use funds to purchase food and beverages for an event like a block party.
 - b. Will be subject to greater scrutiny.
5. The payment of ongoing operational expenses.

- a. May be subject to greater scrutiny.

Eligible expenses are **only** those included in or closely related to the "Use of City Funds" section of the application as enclosed in the final, signed funding agreement. Please be sure to include all anticipated expenses or expense categories in the application.

What are the *impermissible* uses of CPPS funds?

CPPS funds **cannot** be used for any purpose prohibited by laws governing the use of public funds, including private, political, religious, or fundraising purposes or activities.

- The hosting or attendance of a fundraising gala is **not** a permissible use of CPPS funds.
- Applicants that focus in one of these areas may still receive funds if the relevant programming does not explicitly involve those categories. For example, a church may receive a CPPS award for a project that does not include an explicitly religious component.

What are some examples of projects that have been funded?

- La Jolla Music Society: Community Arts Open House
- Kyoto Symposium Organization: Kyoto Prize Symposium (KPS)
- Scripps Ranch High School Softball Booster Club: Equipment and Capital Improvements
- Mama's Kitchen: Medically Tailored Meal Service
- Business for Good: Doing Business for Good Summit

These are just a few of the hundreds of diverse projects that have been awarded CPPS funds. Grantees have received funding for everything from community events to payroll expenses. All prior funding awards are available to view on the [CPPS webpage](#).

How can I give myself the best opportunity for success?

CPPS awards are made at the discretion of each Councilmember and their office – Council Administration is not involved in funding decisions. We strongly encourage applicants to contact the Council Offices that they plan to request funding from to better understand their funding priorities. Doing so will ensure that the applicant can tailor their application appropriately.

When will awards be announced?

We tentatively expect to announce the grant awards in **October, 2024**, though this may change.

When will I receive funding?

Grant funds are disbursed to grantees in good standing once the award is approved by the full City Council and the funding agreement is signed by all parties. We expect this process to be complete in **March 2025**, though this may change.