Beach Cities Health District
BCHD
A Public Agency

Live Well. Health Matters.

POLICY TITLE: MICRO-ENRICHMENT GRANTS
POLICY NUMBER: 4050

COMMITTEE APPROVAL DATE: 12/1/2025 **WRITTEN/REVISED BY**: K. LAWSON
BOARD APPROVAL DATE: 01/28/2026 **SUPERSEDES:** 11/20/2024

POLICY:

4050 It is the policy of the Beach Cities Health District ("District") to support large and small health initiatives based on fund availability.

4050.1 Policy 4050 enables the community to access support for small, one-time, project-based health initiatives called Micro-Enrichment Grants (MEG). MEGs are intended to support small community projects that may otherwise not be funded by other means. Community organizations and groups, non-profit organizations and individuals are eligible to apply.

GUIDELINES:

4050.2 Each year the BCHD Board of Directors may choose to allocate funds for Micro-Enrichment Grants during the budget adoption process.

4050.3 Each fiscal year, staff will set a maximum funding amount per project based on the annual funding allocation. The number of MEG recipients will depend on the funding allocation and the number of qualified applicants and their funding requests. The request must be processed through the MEG Form provided by the Chief Executive Officer's office. Requests must meet the criteria established within the scope of the District health priorities, mission and strategic goals. Allocated funds will be released in two funding periods to be designated each year. Applicants must apply through this competitive process in one of these two windows to be considered for funding. Applications received outside of the application period will not be considered. Multiple projects may be bundled on one application not to exceed the determined maximum funding amount.

4050.4 Recipients should not assume that there exists an entitlement to financial assistance nor that similar funding will be available in future years. Funds are intended for one-time projects and not intended to be a source of ongoing funding. MEG recipients are eligible to apply for funds in future fiscal years for a different project than one that has been previously awarded funding. Recipients should not assume that past funding guarantees funding in future fiscal years.

4050.5 Individual meetings regarding grant applications between a grant applicant and District Board members, CEO or District staff outside of the District's established grant awards process are prohibited.

CRITERIA:

4050.6

4050.6.1 Individuals or groups requesting MEG must be legal residents of or provide services to residents or employees in the three Beach Cities.

4050.6.3 Applicants associated with foundations that are sponsored or controlled by existing District grant recipients are not eligible to apply for additional funding.

4050.6.4 Funding cannot be related to the general operating budget of the applicant organization.

4050.6.5 The project must impact the unmet or underserved health needs of the community within the scope of the BCHD health priorities, mission and strategic goals.

4050.6.6 The applicant must complete the MEG application form in its entirety for consideration.

4050.6.7 The applicant must sign an agreement and submit a final summary report at the completion of the project which will include a detailed description of how the funds were expended and outcome metrics.

4050.6.8 Projects must be completed within a year of being awarded funding. If recipients are unable to complete their projects in this timeframe they may request an extension.

4050.6.9 Grant applications may be deemed ineligible for consideration of District funding if funds have been designated for any of the following:

4050.6.9.1 Endowments
4050.6.9.2 Sponsorships of charitable events
4050.6.9.3 Expenses related to fundraising or lobbying of public officials or other political purposes
4050.6.9.4 Organizations intending to “pass-through” or re-grant District funds to other organizations
4050.6.9.5 Basic research, defined herein as the pursuit of knowledge without immediate practical program or human applications
4050.6.9.6 Sectarian purposes
4050.6.9.7 Individuals
4050.6.9.8 Replacements funds so that a project’s current funding can be shifted to other programs of the applicant

4050.7 Funding Determination. The MEG application will be processed by the administration of BCHD within agency procedures. Consideration will be given contingent upon the availability of funds, alignment with community health priorities, ability of the applicant to effectively administer the project and financial need of the applicant. At no time will an application be considered as an agreement to fund any project. BCHD may award less than the requested funding amount. Awards of less than the determined maximum funding amount does not imply that the applicant organization has any remaining balance for future applications.

4050.8 Micro-Enrichment Grant award recipients shall be posted on the District’s website

4050.9 This policy shall be reviewed annually.

EXCEPTIONS:

4050.10 The Chief Executive Officer is the only person authorized to make exceptions to this policy.