PURPOSE

Community Promotion Grants will be awarded by the Town of Seabrook Island to provide support funding for programs and activities designed to benefit the Town of Seabrook Island by promoting and enhancing community wellness, cultural and historical awareness, environmental and wildlife conservation efforts and economic development; or which improve citizen participation, satisfaction and sense of place.

ELIGIBILITY

A Community Promotion Grant may be awarded to (1) an organization operating and established as a non-profit entity under state and/or federal law; or (2) an organization established to advance a common interest or cause but prohibited by its written rules and guidelines from operating for a profit, including but not limited to, charitable associations, social clubs, trade and professional groups, or sporting clubs. An eligible organization must open its membership to all persons. Organizations formally associated with a national, state or local political party will not be eligible. All activities for which grant funding is sought must be lawful under state and federal laws and conform to all ordinances, regulations, and other rules established by the Town of Seabrook Island. Town Council always has the right to amend or limit eligibility criteria.

GRANT AWARDS

Funds will be awarded in amounts ranging from $250.00 to $1,500.00. The total amount of grant funds available each calendar year will be determined by, and shall not exceed, the amount included for the Community Promotion Grant Program in the annual budget ordinance approved by Town Council. Not all appropriated funds need be expended if qualifying applications are not received.

APPLICATION

Organizations wishing to apply for a Community Promotion Grant must complete and submit an application form to the Town Administrator during the calendar year for which the grant funds would be expended.

For the 2021 calendar year, grant applications will be accepted starting April 1, 2021. The first review of applications will begin on April 15, 2021 and will be completed within 30 days. Applications received after the first review will be considered in the order in which they are received and will be approved or disallowed within 45 days of receipt. Applications will be accepted until the earlier of October 1, 2021, or upon the commitment of all available grant funding for 2021.

In subsequent years, grant applications will be accepted starting on the first business day after January 1st. The first review of applications will begin on the first business Monday in February. Applications received after the first review will be considered in the order in which they are received and will be approved or disallowed within 45 days of receipt. Applications will be accepted until the earlier of October 1st of each subsequent year, or upon the commitment of all available grant funding for that year.

Please return completed grant applications to: Town of Seabrook Island Attn: Town Administrator 2001 Seabrook Island Road Seabrook Island, SC 29455
Grant applications will be reviewed, and either approved or rejected, by an ad hoc committee composed of the Town Administrator, two Council members appointed by the Mayor, and two Seabrook Island property owners appointed by the Mayor. The ad hoc committee shall have the authority to establish rules for reviewing applications, including asking for additional information, suggesting changes to the application to ensure it conforms with all grant criteria, and/or requesting an in-person or virtual presentation to better judge the application.

DELIVERY OF GRANT FUNDS

Organizations receiving funding from the Community Promotion Grant program shall submit to the Town Administrator all necessary documentation and/or receipts documenting the expenditure of grant funds. All reimbursement requests will be reviewed and approved by the Town Administrator. Upon approval, a reimbursement check will be issued to the organization. Reimbursement requests must be received no later than December 15th of the calendar year within which the grant was awarded.