



MEMORANDUM

To: Mayor and City Council

From: Jesica Almendarez, Budget Manager

Date: May 27, 2025

Reference: Discussion Related to the Service Organization Funding Requests

Introduction:

The City of Coppell has historically included funding for non-profit organizations in its annual operating budget. Organizations granted funding must be a qualifying 501(c)(3) entity, must provide a social or cultural service not provided by the City, and must benefit Coppell citizens. Applications are accepted annually during the month of April. Organizations are selected to present during the first budget workshop in July.

In 2016, the Council formed a subcommittee to address the process. A memo dated August 30, 2016, included a provision to review requests during a work session before the scheduled workshop. The memo was updated with new guidance on April 23, 2024.

Analysis:

Nineteen organizations submitted applications for consideration. According to the updated Council Subcommittee Memo dated April 23, 2024, the following organizations are required to provide a presentation during a July Budget Workshop:

- Carson's Village- *New*
- Coppell High School Band Booster Club-*New*
- Denton County My Health My Resources (MHMR) Center-*New*
- Coppell Historical Museum- *Requesting over \$20,000 and an increase of more than 50%*
- Metrocrest Services- *Requesting over \$20,000 and an increase of more than 50%*

These organizations are either first-time applicants or current recipients requesting over \$20,000 and an increase of more than 50% from the previous year's allocation.

Legal Review:

None is required at this time.

Fiscal Impact:

No direct fiscal impact at this time.

Recommendation:

This Work Session item aims to determine which organizations, if any, need to make a presentation during the scheduled budget workshop. Based on the Sub-Committee's guidelines, the staff recommends that only first-time applicants or current recipients requesting more than \$20,000 and an increase exceeding 50% from the previous year's allocation should present.

