



## RESOLUTION 2024-29

### **A RESOLUTION AMENDING THE POLICIES AND PROCEDURES MANUAL FOR MIDWAY CITY PERTAINING TO TAP TAX FORMS**

**WHEREAS**, Utah Code Title 10, Part 8 authorizes a municipality to adopt policies, procedures and regulations to facilitate the enforcement of the municipality's laws and ordinances, to promote the efficient administration of the municipality's business, and to protect and promote the public health, safety and welfare; and

**WHEREAS**, the Midway City Council finds it in the best interests of the City and the public to recognize the adoption of policies and procedures for the City in a Policies and Procedures Manual that can be readily accessed by City officials, City employees and the general public.

**WHEREAS**, the Midway City Council finds it in the best interest of the City and the public to amend its policies and procedures from time to time.

**WHEREAS**, the Midway City Council finds it in the best interest of the City to adopt forms and agreements for the effective and transparent distribution of trails, arts, and parks (TAP) funds.

**NOW THEREFORE**, be it hereby **RESOLVED** by the City Council of Midway City, Utah, as follows:

Appendix "K" of the Midway City Policies and Procedures is replaced with the attached Exhibit "A".

**PASSED AND ADOPTED** by the Midway City Council on the     day of             2024.

MIDWAY CITY

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Celeste Johnson, Mayor

ATTEST:

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Brad Wilson, Recorder

(SEAL)

DRAFT

Exhibit A

DRAFT



## Midway City Request for Tap Funds Application

### QUICK FACTS:

- TAP funds can be used for Trails, Arts and Parks.
- Midway City will receive funds via Wasatch County as they are collected.
- Interested parties are encouraged to apply for specific projects.
- All parties who are awarded TAP funds shall enter into a contract with the City for the award and shall provide an accounting of funds used.

### HOW TO APPLY:

- Fill out the form below providing as much information as possible. You may attach additional sheets if needed.
- Please supply an itemized budget list for your request.
- There will be 2 application periods per year. Applications received between January 1 to March 31 will be reviewed by the Council and awards made in June. Applications received between July 1 to September 30 will be reviewed by the Council and awards made in December.
- Please note that applying for funds does not in any way guarantee that funds will be awarded to a project.

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Name of applicant: \_\_\_\_\_

Email and phone number of applicant: \_\_\_\_\_

Organization requesting funds: \_\_\_\_\_

Is your organization a non-profit: \_\_\_\_\_

Amount of funds requested: \_\_\_\_\_

Do you have a date that you must have the funds by: \_\_\_\_\_

If so, what is that date: \_\_\_\_\_

How will this project benefit the community of Midway: \_\_\_\_\_

How will the funds be used: \_\_\_\_\_

Have you applied for TAP funds for this event/project from any other entity: \_\_\_\_\_



# TAP Tax Grant Acceptance Agreement

**Organization Name, Contact Person & Contact Information:**

**Project Name & Location:**

**Grant Amount:**

**NOTICE:** Acceptance of the TAP grant award obligates you and your organization to:

(1) only use the grant funds for the project outlined in your grant application; (2) file a preliminary compliance report on or before September 1, 2025, outlining the progress of your project and a summary of expenditures of grant funds to that date; (3) file a final compliance report on or before December 30, 2025, outlining the progress of your project, including whether the project is complete, a detailed list of all expenditures of grant funds, and amount of unused funds; (4) maintain records of how funds were used, provide receipts for expenditures upon request, and make records pertaining to grant funds available to the City upon request for a period of three years from the date of grant acceptance; (5) report to the City Council on the outcome of your project and its benefit to Midway; (6) not accept duplicate benefits for the event; (7) avoid assigning or transferring any grant funds to other entities or causes; (8) in promotions attribute funding in part for the event to the City of Midway and Wasatch TAP; and (9) abide by the conditions outlined in Section 12.3 of the City of Midway’s Policies and Procedures, located at <https://midwaycityut.org/government/codes-policies>.

**NOTE:** Misuse of TAP Grant funds may result in the City seeking all remedies available under the law, including a full reimbursement by your organization of the grant funds.

Special Conditions:

## Acceptance of Grant

Accept Grant \_\_\_\_\_

Decline Grant \_\_\_\_\_

\_\_\_\_\_  
Signature on Behalf of Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, Title



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**Project Name & Location:**

**Grant Amount:**

**NOTICE:** Acceptance of the TAP grant award obligates you and your organization to:

(1) only use the grant funds for the project outlined in your grant application; (2) file a preliminary compliance report on or before March 1, 2025, outlining the progress of your project and a summary of expenditures of grant funds to that date; (3) file a final compliance report on or before June 30, 2025, outlining the progress of your project, including whether the project is complete, a detailed list of all expenditures of grant funds, and amount of unused funds; (4) maintain records of how funds were used, provide receipts for expenditures upon request, and make records pertaining to grant funds available to the City upon request for a period of three years from the date of grant acceptance; (5) report to the City Council on the outcome of your project and its benefit to Midway; (6) not accept duplicate benefits for the event; (7) avoid assigning or transferring any grant funds to other entities or causes; (8) in promotions attribute funding in part for the event to the City of Midway and Wasatch TAP; and (9) abide by the conditions outlined in Section 12.3 of the City of Midway’s Policies and Procedures, located at <https://midwaycityut.org/government/codes-policies>. **NOTE:** Misuse of TAP Grant funds may result in the City seeking all remedies available under the law, including a full reimbursement by your organization of the grant funds.

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