



## **Fiscal Year 2026-2027 Event Sponsorship and Program Grants Funding Guidelines and Application Requirements**

**Application Deadline: May 31, 2026**

*Late and/or incomplete submissions will not be accepted*

### **Overview**

The City of Palm Springs Event Sponsorship and Program Grants Funding offers financial assistance to support special events and programs in the city of Palm Springs. When funds are available and approved by the City Council, grant/sponsorship awards will be made through a competitive application and review process. The program is limited to verified tax-exempt nonprofit organizations who will utilize the funding for the highest public benefit. Priority may be given to those agencies and organizations with whom the City has historically partnered and funded and who are aligned with the City's identified strategic plan and priorities.

### **Eligibility**

To be considered for City small grant/sponsorship award, the event and/or program must meet the following eligibility criteria. Please note, meeting the criteria below does not guarantee event or program sponsorship.

- Event or program takes place between July 1, 2026, and June 30, 2027;
- Funding must be fully expended by June 30, 2027;
- No part of the grant shall be used for any political advocacy;
- Activities by religious organizations must have an educational or cultural component;
- Organization must be in good standing with the City of Palm Springs (for example, Department of Finance, Code Enforcement);
- Organization must be a verified tax-exempt nonprofit organization presently providing charitable, public benefit, public welfare, or educational services;
- Organization must be in good standing with the California Secretary of State;
- Organization must be in good standing and have exempt status with the Internal Revenue Service and California Franchise Tax Board;
- Organization must be registered and in compliance with the California Attorney General's Registry of Charities and Fundraisers.

### **Funding and Grant Use Restrictions**

The amount of available funding is limited and may vary per year depending on economic outlook and available resources. Available funds are subject to City Council approval. Past grant awards are no assurance of future awards. Award amounts may vary per event, per year. The City may terminate the grants/sponsorships program at any time due to unforeseen circumstances. Grant funds must be used for event or program-related expenses only. No part of the grant shall be used for any political advocacy or for sole religious purposes.

## Event Sponsorship and Program Grant Requirements

To be considered for event sponsorship or program grant funding, completed applications must be submitted via email to [grantsandsponsorships@palmspringsca.gov](mailto:grantsandsponsorships@palmspringsca.gov). The submission deadline is **May 31, 2026**. Applications will not be considered complete until all submittal requirements are met. The following documents are required at the time of your application:

- 1) Completed Application for Event Sponsorships and Program Grants Funding;
- 2) List of Board of Directors, including compensation (if applicable);
- 3) IRS Tax-Exempt Nonprofit Certification Letter;
- 4) Copy of most current IRS Form 990;
- 5) Final Report of Fiscal Year 2025-26 City Grant/Sponsorship Funding, if applicable;
- 6) Completed Form W9.

In addition to the above required documentation, the City will issue a funding agreement for each grant/sponsorship award upon final approval. Grantees will also be required to provide evidence of insurance coverage that includes general liability and workers' compensation coverage (if applicable) with the City of Palm Springs named as additional insured, prior to grant funds being released.

## Timeline

**May 31, 2026:** Deadline to submit applications. *Funding requests will not be accepted outside of application window.*

**July-August 2026:** Award notification to Applicants begins. Applicants may be asked to submit additional clarifying documentation, which must be received within 30 days of notification.

## Contact

Please submit questions regarding the City's grants/sponsorships program to [grantsandsponsorships@palmspringsca.gov](mailto:grantsandsponsorships@palmspringsca.gov).