

# Bountiful City Recreation Arts & Parks (RAP) Tax Program Guidelines Fiscal Year (FY) 2027

## **Background**

In November 2024 Bountiful voters approved a 10-year extension of the City's Recreation, Arts, and Parks (RAP) Tax (April 2026 – March 2036) pursuant to the following question:

“Shall the City of Bountiful, Utah, be authorized to impose a 0.1% sales and use tax to fund parks improvements, recreational improvements, and cultural facilities and organizations for the City of Bountiful?”

Following approval by the voters, funding became available on April 1, 2026 for projects as allowed by State Law and approved by the City Council.

An information pamphlet created by the City was distributed to residents and provided voters with an idea of what the intended uses of the funds would be. This is an excerpt from the pamphlet:

### **What will the RAP Tax proceeds be used for?**

State law allows the RAP Tax to fund a broad range of parks, recreational facilities, and arts and cultural projects and activities. The goal of the City is to enhance Bountiful resident and visitor experiences through investment in parks, art, cultural, and recreational offerings. This goal is accomplished by analyzing options, and providing funds to develop parks, recreational facilities, and to cultural projects and organizations of benefit to Bountiful citizens, such as:

- Park Improvements
- Park Play Structures and Improvements
- Sports and Field Facilities
- Pavilion and Stage Improvements
- Trails
- Grants to Arts and Cultural Groups and Programs

The City Council has set aside 10% of the proceeds annually for grants to eligible arts and cultural organizations and programs. **Total grant funding available in FY 2027 is anticipated to be \$87,000.**

## **Program Guidelines**

### **Eligible Activities Under Utah State Code for Cities**

State law allows RAP Tax to be used for the following eligible types of activities specified in Utah Code Annotated 59-12-1402(1)(a):

- (i) fund cultural facilities, recreational facilities, and zoological facilities and botanical organizations, cultural organizations, and zoological organizations in that city or town; or
- (ii) provide funding for a botanical organization, cultural organization, or zoological organization to pay for use of a bus or facility rental if that use of the bus or facility rental is in furtherance of the botanical organization's, cultural organization's, or zoological organization's primary purpose.

## **City Council RAP Tax Grant Intent:**

### **1. Not-for-Profit Status**

To be eligible for funding, applicants must be a registered not-for-profit organization.

### **2. Emphasis on Project Costs over Operating Costs**

Priority will be given for funding of project costs. This guideline is designed to help ensure that funding is available to improve programs or opportunities for residents of Bountiful and not to create a dependency for funding support by the City. Operating costs such as salaries, marketing, maintenance, software, utilities, etc. will generally not be eligible for funding. Building related fixtures and equipment are deemed eligible costs where upgrades or improvements to a building are not eligible.

### **3. Emphasis on Bountiful Community Events**

Funding of events which are one-time in nature could arguably leave the city at a risk of investing RAP Tax monies for purposes with no lasting impactful community benefits. Ongoing successful Bountiful community events, on the other hand, can have a long-lasting effect and become an integral part of the city's fabric.

Funding of events are typically recommended after a demonstrated track record of success in Bountiful as determined by the recommending committee and the City Council. Community events do not include classes, seminars, or other program-type activities with limited participation. However, those classes, seminars, or other program-type activities with broad participation in Bountiful may be considered for funding subject to funding availability, council priorities, and overall priorities of all projects competing for funds.

### **4. Emphasis on Funding for new Equipment**

Funding of new equipment will only be recommended after the applicant has a demonstrated track record of success in Bountiful as determined by the recommending committee and the City Council. While replacement of existing equipment is typically considered maintenance in nature and not generally eligible for funding, the merits of each case will be considered depending on circumstances and prevailing needs of the requesting organization along with council priorities and overall priorities of all projects competing for funds.

### **5. Competitive Process; Not an Entitlement Program**

The residents of Bountiful City have generously voted to allow their tax dollars to fund recreation, arts, parks, cultural organizations, events and facilities for the benefit of the community. This is a gift and a responsibility for each successful applicant. All funding received is subject to applicable laws, regulations and later audit by the City.

## **City Council RAP Tax Grant Intent (continued):**

### **6. Council Policy Priorities**

Ideally, funding requests should align with one or more of the City Council Policy Priorities as adopted each year. Those policy priorities are published in the City's annual budget document that can be found on the City website at:

<http://www.bountifulutah.gov/Financial-Reports>

### **RAP Tax Application Process**

Applications for RAP Tax will be accepted for consideration by the City Council under the following process:

- Grants for Arts and Culture – Applications will be made by individuals or organizations using the current RAP Tax Grant Funding Application Form. Completed applications must be submitted by the date listed in the application form to be considered.
- Key Elements in Applications –
  - ✓ Explanation of how the request will benefit residents of Bountiful City
  - ✓ Disclose the authorized type of activity for funding
  - ✓ Use outcome measures to support the application (e.g. number of residents served; local economic impact; Council priority addressed)
  - ✓ Provide a detailed budget for how funds will be spent.

RAP Tax Grant intent was approved by City Council on 8/10/2022

The State Law and general information of this form were updated on 2/24/2026

## **FY2027 Budget - RAP Tax Process Timeline**

**February 24, 2026 – eighth season RAP Tax Grant documents submitted for City Manager review and approval:**

- a. RAP Tax Program Guidelines
- b. RAP Tax Program FY2027 Timeline
- c. Grant Funding Application Form

**February 25, 2026 – RAP Tax Grant Application distributed**

- a. Notice of Application Period and copy of Grant Application posted to City website
- b. Application emailed to known, potentially interested groups and individuals
- c. City project applications from departments are made via regular budget process

**March 25, 2026 – RAP Tax Funding Applications due at City Hall (795 South Main, Bountiful) by 5:00 p.m.**

**March 26, 2026 – Staff Review of City Projects and Grant Applications. Additional information requested from applicants, if necessary.**

**March 30, 2026 – Applications and other committee materials distributed to Parks, Recreation and Arts Committee**

**April 2026 – Parks, Recreation & Arts Committee Meeting (April 27 at 4:00 p.m. – City Hall).**

- a. Review of FY2026 program status.
- b. Review available funding and program guidelines for FY2027
- c. Consider funding applications to recommend for City Council approval or,
- d. Consider designation of a separate subcommittee to review and provide recommendations for later approval by the City Council

**April & May 2026 – RAP Tax Grant Sub-Committee Meeting (if applicable)**

- a. Review and provide recommendations for later approval by the City Council

**May & June 2026 –RAP Tax funding recommendations sent to City Council for consideration of tentative and final approval as part of overall budget (FY2027 Budget)**

**July 2026 – Approved funding applications processed for payment according to RAP Tax Program Guidelines (FY2027 Budget)**

**As of: 2/24/2026**



# FISCAL YEAR 2027 RAP TAX GRANT APPLICATION





## APPLICANT INFORMATION

Organization Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Tax ID #: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail: \_\_\_\_\_

### ORGANIZATION DETAILS

Registered 501(c)3

Other Non-Profit (please state type)

### FUNDING REQUEST

Ongoing Project

Ongoing Event(s)

Equipment

### HISTORY

Has your organization received prior funding from Bountiful City? Yes  No

If yes, please list up to the last three grants received:

Grant Project Name	Year	Amount	Key Outcome(s)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



## REQUIRED DOCUMENTATION

Please include the following sections within your organization's grant proposal.

### SECTION - A

Provide a detailed plan and budget for how your organization plans to use RAP Tax funding. If your request aligns with a City Council Policy Priority area please state which policy priority your request would help to fulfill.

### SECTION - B

Include narrative description and supporting data to illustrate the benefit(s) of your funding request for Bountiful City and its residents. This description should quantify the expected outcomes that would result from your organization receiving RAP Tax funding. Potential outcomes could include the number of residents to be served; the number of classes taught; or the dollar amount of local economic impact that the City would receive in return for allocating RAP Tax dollars to your organization.

### SECTION - C

Provide a list of key staff or volunteers, their roles in your proposed funding request, and a brief description of their qualifications.

### SECTION - D

Provide a list of other funding sources for the project or activity for which your organization seeks RAP Tax funding. Please include your organization funds, secured funding from other organizations, other pending funding requests, and the amount requested or received from each.

### SECTION - E

Provide a detailed (line-item) annual budget for your organization and your most recent financial statements, if available.

### SECTION - F

Provide a list of board members.



## ACKNOWLEDGMENT OF RESPONSIBILITY

Please email your completed grant proposal to Tyson Beck the Assistant City Manager: [tyson@bountiful.gov](mailto:tyson@bountiful.gov)

Applications must be received by **Wednesday, March 25, 2026, at 5:00 p.m.**

Your completed grant proposal should include:

**1.)** The Application Form **2.)** Sections A – F **3.)** Acknowledgement of Responsibility

I have read and understood the instructions supplied by Bountiful City for processing this application (attached: "Bountiful City Recreation Arts & Parks (RAP) Tax Program Guidelines" and "RAP Tax Process Timeline"). The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until City staff has reviewed the application and notified me that it is deemed complete.

I will remain informed of the deadlines for submission of material and the progress of this application. I understand if my completed grant proposal has passed the selection process for review by the full City Council, or respective sub-committee, that I will be notified the week prior to any public hearings or public meetings. I understand that my organization may be asked to present to the City Council or respective sub-committee. I also understand that my organization's completed grant proposal and its review does not guarantee that funding will be granted.

If funding is granted to my organization, I understand that within one month of the project's completion I must provide a detailed report of how the funding was used, actual dollars spent relative to this grant proposal and budget, project results, and its benefit to the community. Failure to complete this report of grant funding use will make my organization ineligible for funding during the next fiscal year. This report and the original grant proposal will also be on file and available at the City Manager's office at Bountiful City Hall.

**APPLICANT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**NAME OF APPLICANT (PLEASE PRINT):** \_\_\_\_\_