



CITY OF SURPRISE
Council Subcommittee on Community Outreach, Partnerships and Grants

16000 N. Civic Center Plaza
Surprise, AZ 85374

Thursday, June 4, 2026 @ 4:30 PM
SAGUARO ROOM

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Council Subcommittee on Community Outreach, Partnerships & Grants Meeting Agenda

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|------------------------------|
| 1. | Citywide | Consideration and action pertaining to the approval of the minutes from the Subcommittee on Community Outreach, Partnerships and Grants meeting held on February 17, 2026. | Human Svcs and Comm Vitality |
| 2. | Citywide | Consideration and action pertaining to approval of the Neighborhood Grant Program timeline for FY27. | Human Svcs and Comm Vitality |
| 3. | Citywide | Consideration and action pertaining to approval of the Neighborhood Grant Program application for FY27. | Human Svcs and Comm Vitality |

- G. Call To The Public

INSTRUCTIONS:

In order to address the City Council, you will need to fill out a Public Comment Form available at the entrance, and turn it in to the City Clerk before the meeting begins.

You may also fill out the [Public Comment Form](#) online. If submitting the online form the City Clerk must receive the request at least one hour before the meeting start time.

In accordance with A.R.S. 38-431.01(I) - During this time, members of the public may address City Council only on issues within the jurisdiction of the City Council. At the conclusion of the open call, City Council may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda.

Councilmembers may not discuss or respond to matters raised during the call to the public that are not specifically identified on the agenda.

Each speaker shall be limited to three (3) minutes per item. If several speakers desire to speak regarding a single topic, the Chair may limit the number of speakers or the time given to each group. A maximum time of 30 minutes will be given per topic. However, an equal amount of time will be given to each side of an issue. **Council Chamber doors will be open at least 30 minutes prior to the start of the meeting.**

- H. Other Business and Future Agenda Items
- I. Adjournment

POSTED: Monday, June 1st, 2026 @ 10:00 AM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR CLERK@SURPRISEAZ.GOV, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
**Council Subcommittee on Community Outreach,
Partnerships and Grants**

Council Meeting Date: June 4, 2026 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the approval of the minutes from the Subcommittee on Community Outreach, Partnerships and Grants meeting held on February 17, 2026.

Motion:

I move to approve the minutes from the Subcommittee on Community Outreach, Partnerships and Grants meeting held on February 17, 2026.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. Subcommittee on COPG Meeting Minutes 2.17.2026
-

CITY OF SURPRISE
Subcommittee on Community Outreach, Partnerships & Grants
16000 N Civic Center Plaza
Surprise, Arizona 85374

Tuesday, February 17, 2026 @ 11:00 a.m.
Council Overflow Room

A. Call to Order

Councilmember Chris Judd called the meeting to order at 11:02 a.m.

B. Roll Call

Committee members: Councilmember/Chair Chris Judd and Councilmember Patrick Duffy. Councilmember Nick Haney was absent.

Staff: Human Services & Community Vitality Director Seth Dyson, Human Services & Community Vitality Assistant Director Deb Perry

C. Pledge of Allegiance

D. Current Events and Reports

None

E. Staff Reports

None

CALL TO THE PUBLIC:

None

REGULAR AGENDA ITEMS – NON PUBLIC HEARING:

1. **Consideration and action pertaining to the approval of the September 8, 2025 Council Subcommittee on Community Outreach, Partnerships and Grants meeting minutes.**

Councilman Haney motioned to approve the Subcommittee on Community Outreach, Partnerships and Grants meeting minutes dated September 8, 2025. Councilman Duffy seconded the motion. The motion passed 3-0.

2. **Consideration and action pertaining to the timeline of the Surprise Community Outreach Program grant for FY27.**

Councilman Haney motioned to approve the timeline for the Surprise Community Outreach Program grant for FY27. Councilman Duffy seconded the motion. The motion passed 3-0.

3. **Consideration and action pertaining to the application of the Surprise Community Outreach Program grant for FY27.**

Councilman Duffy motioned to approve the application for the Surprise Community Outreach Program grant for FY27. Councilman Haney seconded the motion. The motion passed 3-0.

4. Discussion and update of the FY26 SCOP awards.

Director Seth Dyson provided the Subcommittee with an update.

F. Other Business and Future Agenda Items:

None

ADJOURNMENT:

Councilmember Duffy made a motion to adjourn the meeting. Councilmember Haney seconded the motion. The motion carries 3-0. The meeting adjourned at 11:19 a.m.

	<hr/> Chris Judd, Councilman, Chair
ATTEST:	<hr/> Deb Perry, Human Service & Community Vitality Assistant Director

CERTIFICATION:

I, Kristi Passarelli, City Clerk, City Clerk Office, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Subcommittee on Community Outreach, Partnerships and Grants meeting held on February 17, 2026.

	<hr/> Kristi Passarelli, City Clerk
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CITY OF SURPRISE
Council Subcommittee on Community Outreach,
Partnerships and Grants

Council Meeting Date: June 4, 2026 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to approval of the Neighborhood Grant Program timeline for FY27.

Motion:

I move to approve the Neighborhood Grant Program timeline for FY27.

Background:

Each year, the City Council sets aside \$10,000 for the Neighborhood Grant Program. This provides residents, HOAs, organizations other than non-profits the ability to apply for grant funding for events, community gatherings, etc.

Objective Analysis:

The Neighborhood Grant Program was established to build community engagement and neighborhood camaraderie.

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

Expenditures for the FY27 Neighborhood Grant Program will not exceed \$10,000.

Budget Impact:

The FY27 Budget was adopted with \$10,000 in funding for the Neighborhood Grant Program.

FTE Impact:

N/A

ATTACHMENTS:

1. Neighborhood Grant Program Timeline FY27 - DRAFT
-



Date: June 4, 2026
To: Community Partnerships and Grants Sub-Committee
From: Seth Dyson, Director
Re: Neighborhood Grant Program Timeline FY27

June 4 Sub-Committee approves Neighborhood Grant Timeline and Application

June 29 Funding opportunity is publicly released

July 22 Pre-Application meeting (virtual meeting)

August 28 Applications due (9-week application period)

September TBD Sub-Committee Meeting: Proposal presentations and award decisions

September (TBD) HOA approval due, if applicable

October 6 (or 20) Full Council to review and consider approved subcommittee funding recommendations

October 8-9(or 22) Award letters sent. Initiate contracts with awardees

January 15, 2027 Project update report due to staff from recipient

April 15, 2027 Project update report due

June 15, 2027 Final report due



CITY OF SURPRISE
**Council Subcommittee on Community Outreach,
Partnerships and Grants**

Council Meeting Date: June 4, 2026 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to approval of the Neighborhood Grant Program application for FY27.

Motion:

I move to approve the Neighborhood Grant Program application for FY27.

Background:

Each year, the City Council sets aside \$10,000 for the Neighborhood Grant Program. This provides residents, HOAs, organizations other than non-profits the ability to apply for grant funding for events, community gatherings, etc.

Objective Analysis:

The Neighborhood Grant Program was established to build community engagement and neighborhood camaraderie.

Policy Compliant:

This item is compliant with City and Council policies.

Financial Impact:

Expenditures for the FY27 Neighborhood Grant Program will not exceed \$10,000.

Budget Impact:

The FY27 Budget was adopted with \$10,000 in funding for the Neighborhood Grant Program.

FTE Impact:

N/A

ATTACHMENTS:

1. Neighborhood Grant Program Application FY27
-



S U R P R I S E

A R I Z O N A

**NEIGHBORHOOD GRANT PROGRAM
APPLICATION INFORMATION
FY 2026-2027**

PROGRAM PURPOSE

Surprise City Council would like to engage residents and increase community spirit. To encourage our residents to do so, the Neighborhood Grant Program has been initiated to provide monetary assistance to support activities with goals that comply with our initiative.

Are you interested in sponsoring a special event in your neighborhood to bring your neighbors together to discuss issues and concerns? Would you like to organize a concert in your local park? If you are willing to work hard to see your ideas come to fruition, the City could help make them a reality through the City of Surprise's Neighborhood Grant Program.

HOW THE PROGRAM WORKS

The City of Surprise will provide small grants through the Neighborhood Grant Program to foster partnerships between the City and its neighborhoods each year. Through an application process, qualifying neighborhoods will receive funds for specific projects outlined through the application.

HOW TO APPLY

If you are seeking funds for Fiscal Year 2026-2027, you will need to do as follows:

1. Complete and submit a Neighborhood Grant Program Application to Deb Perry by **Friday, August 28, 2026**. All proposals received after this deadline will not be considered.
 - a. This application must be signed by a minimum of five neighbors within your residential area supporting the idea and the project applicant.
 - b. The application must include a thorough description of how the funding will be utilized.
 - c. If required, your respective HOA must approve your project prior to grant funds being released. Written approvals will be required prior to **September xx** if awarded.
2. Present your proposal at the Community Outreach, Partnerships & Grants Sub-Committee Meeting on **September, xx 2026**.
 - a. The panel must support your project for it to move forward.
 - b. Projects must comply with City policy.
 - c. Please contact Deb Perry, Human Service & Community Vitality Assistant Director at 623.222.1623 or deborah.perry@surpriseaz.gov with any questions.

City of Surprise Neighborhood Grant Program

Overview

The Neighborhood Grant Program, established in 2015, fosters a special partnership between the City of Surprise and its neighborhoods. Through an application process, qualifying neighborhoods will receive funds for specific projects. Award decisions are made by the Committee on Community Outreach, Partnerships & Grants. The Program encourages involvement of residents and other public and private organizations to support neighborhood-initiated planning, community-building or improvement projects. This fiscal year, the City is providing up to **\$10,000** for neighborhood projects. Neighborhoods are not limited to one project per fiscal year and may submit more than one application annually.

To receive support, projects must:

- Provide a public benefit
- Result in a product, which benefits a neighborhood or the larger Surprise community
- Be feasible for completion by **June 15, 2027**
- Involve the benefiting neighborhood in project identification, planning and execution
- Emphasize neighborhood self-help, be educational, or community-building
- Submit a Project Report by **January 15, 2027 & April 15, 2027**
- Complete a final report about the project by **June 15, 2027**

Projects not eligible for funding:

- Duplication of an existing private or public program or service
- Ongoing services or requests that support service organizations' operating budgets
- Projects that conflict with existing City policy
- Projects that conflict with your respective HOA policies
- Projects exceeding the duration of one year
- Maintenance of projects built with previous Neighborhood Matching Funds
- Nonprofit 501(c)3 organizations

IDEAS BY PROJECT CATEGORY

1. Neighborhood Events

- Events and gatherings for the community such as a concert in the park, food truck event or movie night.

2. Neighborhood Organizing / Organizational Development

- Activities, services and materials that generate new neighborhood connections and activities to grow an organization or educate neighborhood leadership and promote involvement.

3. Neighborhood Cultural, Social, and Recreational Initiatives

- Materials, programs or services that promote diversity, family literacy, neighborhood access to technology, after school enrichment programs, career preparation, services for the needy, disabled or elderly and cultural activities such as music, dance or art programs.

Important Dates to Remember:

Item	Due Date	Time
Information Session <i>Virtual - must RSVP</i>	July 22, 2026	5:30 PM
Grant Applications Due	August 28, 2026	
Proposal Presentations to Sub-Committee <i>Surprise City Hall, 16000 N Civic Center Plaza, Council Overflow Room</i>	TBD	? PM
HOA approval due, if required	September xx, 2026	5 PM
City Council Meeting (Funding Decision)	TBD	6 PM
Project Status Report Due	January 15, 2027	5 PM
Project Status Report Due	April 15, 2027	5 PM
Project Completion Deadline	June 15, 2027	
Final Report	June 15, 2027*	5 PM

*Subject to change

The City of Surprise
Neighborhood Grant Program
PROJECT SUMMARY FORM
FY 2025 – 2026

IMPORTANT: The Project Application Forms on the following pages must be thoroughly completed.

For more information contact:

Deb Perry

Human Service & Community Vitality Assistant
Director

deborah.perry@surpriseaz.gov

623.222.1623

PROJECT APPLICATION FORMS

Please provide the following information regarding your proposed project.

This three-page application is due to Deb Perry on Friday, August 22 by 5 p.m.

Name of Neighborhood:	
Name of Proposed Project:	
<p>Contact Person:</p> <p>Name: _____</p> <p>Address: _____</p> <p>Telephone: _____</p> <p>Email: _____</p> <p>Other Contacts (If Applicable):</p> <p>Name: _____</p> <p>Address: _____</p> <p>Telephone: _____</p> <p>Email: _____</p> <p>Note: May include a community partner working on the project.</p>	
What is the goal of the project?	
Please describe the need for the project.	
What support have you received? Who is involved?	
Have you received HOA approval? If not, what is the expected date of HOA approval? <i>Must be received prior to September 19 if applicable</i>	
Do you have the support of 5 neighbors?	

How will this bring your neighborhood together?	
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PROPOSED PROJECT EXPENSES

Note: These are only common categories and may not be all inclusive of the expenses for your project or program. Please add to this list on this sheet or another sheet of paper if needed and leave sections blank that do not apply to your project or program.

Type of Cost	Description of Expense	Projected \$ Amount
Salaries/Wages such as youth to clean up after an event, babysitters, etc.		\$
Contracted Services such as site planning, sidewalk installation, etc.		\$
Material/Supplies such as refreshments, safety equipment, etc.		\$
Communication such as long distance phone calls, internet usage, etc.		\$
Printing/Reproduction such as fliers, invitations, applications, etc.		\$

Rentals/Leases such as renting a PA System for an event		\$
Capital Purchases such as playground equipment, trees, etc.		\$
Other		\$
Grand Total of Expenses	a)	\$

PROPOSED PROJECT REVENUE

Cash Donations from Partners

Name of Neighborhood, Person or Organization	\$ Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cash From Partners	b)	\$

In-Kind Donations from Partners

Person/Group & Activity Performed

\$ Amount

	\$	
	\$	
	\$	
	\$	
	\$	
Total In-Kind From Partners	c)	\$

Volunteer Hours (Valued at \$35.27 per hour)

**# of Hours
X \$35.27
per hour =**

Person/Group & Activity Performed

	\$	
	\$	
	\$	
	\$	
	\$	
Total Volunteer Labor	d)	\$

Grand Total (b+c+d=e)

e) \$

Project Overage or Shortage (a-e=f)

f) \$

City Grant Request (Total cash request from the City of Surprise)

g) \$

Minimum amount willing to accept to continue with the project

e) \$

Neighbors within your residential area supporting the idea and the project application. A minimum of five (5) is required. The city reserves the right to contact supporting neighbors.

Name: _____

Address: _____

Phone: _____ Email: _____

Name: _____

Address: _____

Phone: _____ Email: _____

Name: _____

Address: _____

Phone: _____ Email: _____

Name: _____

Address: _____

Phone: _____ Email: _____

Name: _____

Address: _____

Phone: _____ Email: _____