Community Foundation Santa Cruz County promotes philanthropy to make our community a better place to live, now and in the future.

WHAT WE FUND
In 2013 the Foundation offers several funding opportunities. Each of these options has specific eligibility requirements and timelines. Be sure to review the relevant information in preparation for submitting a request.

- **Community Grants** a competitive grant program funded by our endowed funds and partnerships with individual and regional donors. These grants aim to enhance opportunity and access to resources for all county residents, strengthen the nonprofit sector, and foster understanding and cooperation among the county’s diverse communities. Funding is available in six interest areas. Requests will be considered in spring and summer. This document outlines the Community Grants program.

- **Diversity Partnership** a program to strengthen alliances, promote respect and enhance services for the county’s lesbian, gay, bisexual, transgender and queer (LGBTQ) community. The goal of this grant program is to increase the LGBTQ community’s access to public services. Request for this funding program will be reviewed in summer 2013. Specific guidelines will be available on our website here: http://www.cfscc.org/Nonprofits/DiversityPartnership.aspx.

COMMUNITY GRANT PROGRAM
Competitive grants are awarded in six interest areas through a two part application process. The spring round has already closed.

<table>
<thead>
<tr>
<th>SPRING</th>
<th>SUMMER</th>
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<tbody>
<tr>
<td><strong>Community Development</strong></td>
<td><strong>Arts, History, and Culture</strong></td>
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<td>Encourage civic engagement, improve economic health, and develop leadership</td>
<td>Stimulate the county’s vibrant artistic and cultural life and preserving its diversity, history, traditions, and historic sites</td>
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<td><strong>Education/Youth Development</strong></td>
<td><strong>Environment</strong></td>
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<td>Enhance academic achievement and positive youth development outside the school setting, especially among underserved populations</td>
<td>Advance local environmental problem-solving, education and leadership to engage diverse population in protecting and preserving natural resources</td>
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<td><strong>Health</strong></td>
<td><strong>Human Services</strong></td>
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<td>Promote health (especially for adolescents and seniors), decrease disparities in health status, increase access to care for all residents, and encourage coordinated, community-oriented approaches to care</td>
<td>Foster self-reliance for individuals and families by helping them obtain basic services</td>
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In 2013 we anticipate awarding approximately $650,000 in Community Grants awards.

Awards range from $10,000 to $35,000, not to exceed 25% of the total organizational budget. The average size grant is $18,000 for a twelve month period.
To achieve the interest area goals described above we seek to support organizations that:

- Involve community members in identifying local needs and crafting responses to them
- Employ proven strategies to address recognized needs
- Produce cost-effective and measureable results
- Coordinate with others and do not duplicate existing programs in the community
- Demonstrate sound governance and management practices
- Leverage other resources and support

ELIGIBILITY

Community Grant Applicants must be one of the following:

- 501(c)(3) nonprofits in operation for at least 3 years;
- Project operating under the fiscal sponsorship of an established nonprofit; or
- A public agency

Community Grant Applicants must meet these requirements:

- Benefit residents in Santa Cruz County, the Summit or the Pajaro Valley;
- Include Santa Cruz county residents on their board of directors;
- Board-approved nondiscrimination policy regarding employment, governance, and service;
- Organizations with current grants may apply (if the proposed start date for the new grant is after the end of the current program)

Community Grant Applicants are subject to the Five Year Limit Policy established in 2007

This policy seeks to allocate our resources to a broad group of organizations. Therefore, applicants are eligible to receive up to five consecutive years of community grant awards.

- After five consecutive years, grantees will be required to wait 12 months before applying for funding
- Donor advised or special project grants do not count toward the time limit

Special Cases:

Joint projects are encouraged. One organization must serve as the official applicant and grantee to be responsible for funds and reports

Multi-service organizations that host multiple programs across the county may submit cross-cutting proposals. We do not accept multiple requests from one agency. Please contact the Foundation for assistance crafting your request.

TYPES OF SUPPORT

Funding is available to support a specific project, to sustain general operations or boost organizational effectiveness. A list of prior grants is available at www.cfscc.org/grants

- **Project support** is for a specific program that provides direct benefit to the organization’s constituency to achieve measureable results over a specified period of time.

- **Organizational effectiveness or capacity building** is for activities that strengthen an organization (or a coalition of organizations) to advance its mission. Activities may include organizational assessment, planning, board/staff development, resource or communication development.

  In making these kinds of grants we consider:
  
  o A track record of service to underserved and underrepresented populations
  o Prior interest in building organizational capacity (e.g. participated in workshops, engaged in board assessment, etc.)

Questions? Call the Foundation at 831.662.2000
Clear idea of capacity building needs based on board and/or staff assessment
Potential for making a measureable difference in how the organization is governed, managed, financed or serves in the future
Agreement to a partial match grant, if funded.

- **General operating support** may be used to advance the organization's mission, but is contingent on the following:
  - Organization has been operating for at least seven years with a current operating budget of at least $150,000 and at least one full time staff member
  - A track record of effectively meeting the mission and goals in proportion to the organization's size
  - Be in good standing among peers and funders in providing quality programming
  - Use a plan to guide programs and process that is regularly reviewed and update
  - Demonstrates sound financial management for at least three years (no deficits greater than 10% of the operating budget for one year out of three years)
  - Has a board policy regarding cultural competency and can demonstrate progress toward implementation

**WE DON’T FUND**
- Endowments, building campaigns, annual fund appeals, fundraising events, or celebrations
- Individuals, except through our Scholarship and Rydell Visual Arts Fund Fellowships programs
- Religious organizations for secular purposes
- Existing obligations, debt retirement, deficits, or retroactive funding
- Individual (public or private) schools, as distinct from a school district
- Partisan political activities
- Hiring grant proposal writers

**2013 COMMUNITY GRANT PROCESS AND TIMELINE**
The Foundation offers **two competitive grant cycles in 2013**: Spring and Summer. All applications will include a **two step process**, beginning with a **letter of intent** (LOI), through our online system.

LOIs that fit within current program guidelines and priorities should expect a response within 4-6 weeks. If your LOI meets the eligibility criteria and program goals you will be invited to submit additional narrative, organization and beneficiary demographic information, project budget, work plan, and organizational financial information.

**Timeline**
**Summer 2013 LOIs accepted for two interest areas:** Arts, Culture & History; and Environment

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>July 1</td>
<td>Application process opens</td>
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<tr>
<td>July 31</td>
<td>LOIs due</td>
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<tr>
<td>August 19</td>
<td>Invitation to provide additional materials</td>
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<tr>
<td>Sept. 10</td>
<td>Additional materials due</td>
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<tr>
<td>Oct. 17</td>
<td>Notification of grant awards</td>
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**How to Apply for the Summer Community Grants Program**

1. **Attend the Grant Information Session July 10th at 9am at CFSCC.** All potential applicants are encouraged to come learn about the new online application, timing and review process. We will be sending out messages about this event through our Facebook and e-

Questions? Call the Foundation at 831.662.2000
news (please follow the instructions in those messages in order to RSVP). First time applicants should plan to attend or speak with the program director prior to submitting a letter of intent.

2. **Speak with Foundation staff**: about your proposal’s fit with the Foundation’s guidelines. To set up an appointment with Program Director Christina Cuevas call 831.662.2070 or email ccuevas@cfscc.org.

3. **Submit the electronic LOI by 5 PM July 31**: We do not accept paper, email or faxed applications. If you need access to electronic resources, you are welcome to visit the Foundation’s resource library from 8:30 – 5 Monday through Friday. Application instructions and tutorials can be found at [www.cfscc.org/grants](http://www.cfscc.org/grants)