**Grant Applicant**

**(For 2023 Calendar Year Funding)**

**Name of organization/project title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip\_\_\_\_\_\_\_\_\_**

**Contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**We are a:**

**\_\_\_ New applicant \_\_\_ Previously funded applicant \_\_\_ Matching grant applicant**

**Previous Foundation Grants Received:**

**2022: $\_\_\_\_\_\_\_\_\_\_ 2021: $\_\_\_\_\_\_\_\_\_\_ 2020: $\_\_\_\_\_\_\_\_ 2019: $\_\_\_\_\_\_\_\_ 2018: $\_\_\_\_\_\_\_\_**

**Amount requested for 2023: $ \_\_\_\_\_\_\_**

# **Introduction:** Thank you for yourinterest in applying for a grant from the Avila Beach Community Foundation. It is important that you visit our website to learn about our grant making interests and requirements prior to completing your application. Please understand that grants are awarded on a year-to-year basis only. Grant recipients should not count on being funded in perpetuity, and are encouraged to be diverse in meeting their revenue needs. First time and repeat applicants are viewed equally, though the “Foundation” may give more weight to requests for a “matching grant.”

*Cont’d*

**GRANT REQUEST**

# Please structure your proposal to provide the following information in the order indicated. The questions reflect the general interests of the “Foundation”, but are not intended to be restrictive. Additional information pertinent to your project should be included. Be thorough, yet strive for brevity. Take the space you need to make your case.

* 1. **Organization Background Information** ***(if applicable)***

a. Summarize your organization’s mission, history, current programs, activities and noteworthy accomplishments

**2.** **Funding Request**

a. Describe the program or project for which you seek funding, as well as the goals and methods you will use to achieve the objectives.

*Cont’d*

b. Explain how your program or project meets the mission of the Avila Beach Community Foundation, and how it contributes to and/or impacts the community. *(Visit our website at www.avilabeachfoundation.org)*

c. Describe the target population/geographic community to be served by your project or program.

d. Provide a timeline or duration for completion of the program/project.

*Cont’d*

1. **Organizational** **Capacity / Collaboration / Sustainability/Compliance**

a. Outline the qualifications and experience of key staff and/or volunteers involved in the

program/project.

b. If applicable, name any other organizations and/or partners participating in this program/project, and describe their respective roles.

c. Identify long-term funding sources anticipated for the program/project to continue, and how the agency, program or project will be sustained. If your request is for a “matching grant,” identify the anticipated matching source(s).

*Cont’d*

d. If your organization/project received a grant in 2022, in what ways did you comply with the grant agreement requirement for all grantees to ensure the Avila Beach Community Foundation receives public recognition for our investment in your organization or project?

e. If your current request is funded, how will you publicize the grant award?

**4. Required Documents/Attachments:**

* Completed application form – one hard copy (**PLEASE DO NOT USE STAPLES, AND SEND ONLY AS UNFOLDED, SINGLE-SIDED, IN FLAT ENVELOPES**) mailed to PO Box 297, Avila Beach, CA. 93424 **and** one electronic version e-mailed to: avilafoundation@gmail.com
* IRS determination letter indicating 501(c)3 tax-exempt status ***(New Applicants Only if applicable)***
* Board of Directors roster ***(if applicable)***
* Total project budget ***(include ABCF and other sources)***
* List of other and/or potential sources of funds and amounts committed or requested for the specified project
* **Organizational financial statements if request exceeds $5,000**: Financial statements from the previous fiscal year and current year operating budget for the organization (balance sheet, expenses and income). *Not required if the grant applicant is an individual or business rather than an agency or organization.*
* Organization’s brochure or other promotional literature. ***(If applicable)***

*Cont’d*

**5.** **The Avila Beach Community Foundation requires all grantees to:**

* Sign a grant award agreement between grantor and grantee
* Furnish ABCF a six-month project progress report in narrative form
* Furnish ABCF a one-year project update OR final report, to include narrative, outcomes and financial summary of expenses
* Prepare and submit to local print media outlets a news release announcing the grant award. If the organization uses social media the announcement should also be posted on any social media platforms. Furnish the ABCF with copies of announcements and postings.
* Ensure that the ABCF name and logo appears on project and agency promotional publications. Also advisable is signage recognizing ABCF support on properties or objects substantially supported by the Foundation.

*I have read, understand and will comply with all of the above requirements \_\_\_\_\_\_\_\_ (Initial)*

***APPLICATION DEADLINE IS Monday, September 11, 2022***