



Grant Application

Contact Information:

Name of organization or title of project:

Address: _____ City _____ Zip _____

Contact person: _____ Phone # _____

Email Address: _____ Website: _____

We are a: New applicant Previously funded applicant Amount requested: \$ _____

Is the amount requested for a matching grant? Yes No

Introduction: Thank you for your interest 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, and the "Foundation" may give more weight to requests for a "matching grant."

Please structure your proposal to provide the following information in the order indicated. The questions reflect the general interests and concerns 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 history

b. State the organization's mission and goals

c. Briefly summarize your organization's current programs, activities and noteworthy accomplishments.

Avila Beach Community Foundation

P.O. Box 297 – Avila Beach, CA 93424 – (805) 595-4095 – www.avilabeachfoundation.org

*"A charitable organization created to accept donations and fund projects
for the enhancement and betterment of the Avila Beach community in perpetuity"*



2. Grant Request

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

b. Explain how the 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. Identify the needs, challenges, and/or opportunities your program/project will address.

d. Identify the target population/geographic community served and how they will benefit through your program/project.



e. Provide a timeline for completion of the program/project.

3. Capacity / Collaboration / Follow Through

a. Outline the qualifications and experience of key staff and/or volunteers who are critical to the program/project.

b. Identify other organizations and/or partners participating in this program or project, and their roles.



- c. Identify long-term funding requirements for the program/project, and how will it be sustained. If your request is for a “matching grant,” identify the matching source(s).
- d. If your request is funded, how will you publicize the grant award?
- e. If your organization/project received a grant in 2013, in what ways did you comply with the grant agreement requirement for all grantees to ensure the Avila Beach Foundation receives public recognition for our investment in your organization or project?



4. Required Documents:

- Completed application form – one hard copy 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 (**if applicable**)
- Board of Directors Roster (**if applicable**)
- Total project budget (**include ABCF and other sources**)
- If funded previously by ABCF, include a summary of services provided and outcomes achieved by most recent grant
- 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 operating budget for the organization (expenses and income). *Not required if the grant applicant is an individual.*
- Organization's brochure or other promotional literature. (**if applicable**)

4. The Avila Beach Community Foundation requires all grantees to:

- Sign an 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
- Grantee to ensure ABCF name and logo appear 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 Friday, September 20, 2013