

SAN BRUNO

Community Foundation

Community Grants Fund

APPLICATION DEADLINE: WEDNESDAY, SEPTEMBER 20, 2023, 5:00 P.M.

APPLY ONLINE AT www.sbcf.org

The Community Grants Fund allows local community groups to apply, on an annual basis, for grant funding of up to \$25,000 for new or existing programs that **benefit the San Bruno community**.

The Community Grants Fund is funded with support from  YouTube  Google.org

APPLICATION CHECKLIST

- ✓ **Executive Summary:** Complete form with information about the Applicant Organization and the Community Grant Proposal
- ✓ **Narrative:** Respond to questions regarding:
 - Organizational Information
 - Purpose of Grant
- ✓ **Supporting Documentation:**
 - Marketing Collateral
 - Organization's Financial Statements from most recent fiscal year
 - Organization's Budget
 - Program Budget
 - Signature Page
 - *For 501(c)(3) public charities and 501(c)(4), 501(c)(5), and 501(c)(6) organizations:* Proof of federal tax-exempt status
 - *For 501(c)(4), 501(c)(5), and 501(c)(6) organizations:* Completed IRS Form 990, Schedule A, Part III and related documentation

GRANT WORKSHOPS

To learn about the Community Grants Fund application process, attend an optional workshop to be held via Zoom:

Thursday, Aug. 17, 6:30 p.m.

Tuesday, Sept. 5, 12:00 p.m.

Register to attend at www.sbcf.org

ELIGIBLE ORGANIZATIONS

The Community Grants Fund is generally open to the following types of organizations that engage in activities that **benefit the San Bruno community**:

- 501(c)(3)* public charities
- 501(c)(4), 501(c)(5), and 501(c)(6) organizations that meet the public support tests described in 509(a)(2)
- Governmental units that are described in 170(b)(1)(A)

*All numerical references are to specific sections of the Internal Revenue Code.

The Foundation recommends that any organization with questions about eligibility for a grant in connection with the Community Grants Fund, particularly 501(c)(4), 501(c)(5), and 501(c)(6) organizations, contact Foundation staff at grants@sbcf.org prior to completing an application.

GRANT AWARDS

For the 2023-2024 grant cycle, the Foundation intends to award, in connection with the Community Grants Fund, multiple grants totaling \$300,000 that benefit a diverse cross-section of the San Bruno community. The number of grants provided will depend on a variety of factors, including the number and quality of applications received. Grants to an organization will not exceed \$25,000 in a grant cycle.

Grant awards are to be used within a one-year period (the 2024 calendar year for this grant cycle).

ACTIVITIES ELIGIBLE FOR FUNDING

The Foundation offers two types of grant funding:

- Programmatic support
- Capacity-building support

FUNDING PRIORITIES

Applications must be for programs that (1) **benefit the San Bruno community** and (2) fall within one of the Foundation's focus areas:

- Publicly owned community facilities
- Community health and safety
- Sports and recreation
- Education
- Youth activities
- Public spaces, parks, and open space
- Community building
- Human and social services for all
- Economic vitality
- Intra-San Bruno transit
- Healthy, stable, and affordable housing

CRITERIA

Grant Applications will be evaluated on a variety of factors, including but not limited to:

- Benefits of the proposed program to the San Bruno community
- Proposal's alignment with one of the Foundation's focus areas
- Program methodology and budget
- Requested grant amount in relation to the anticipated community benefit
- Organization's track record, stability, and financial health

Questions? Email grants@sbcf.org or call (650) 763-0775
For full program guidelines and to apply, please visit www.sbcf.org