GRANT APPLICATION 2019

MARY PINOLA & CRESCENTA VALLEY CHAMBER EDUCATION FUND

Board of Advisors

Rick Dinger
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The Education Fund is invested with and administered in accordance with the policies of the Community Foundation of the Verdugos.

Community Foundation of the Verdugos
Chief Executive Officer
Edna Karinski

*Indicates a member who served on the Founding Board of Advisors and has continued to serve since the Fund's inception in 1990.

Applications will be accepted from September 1, 2019 through 5 p.m. on Friday, October 4, 2019 via email only.

Complete the application form on either:
pinolagrants@cfverdugos.org
www.crescentavalleychamber.org

Download, complete the signed application, & submit with required documents in one email to **pinolagrants@cfverdugos.org**

Please type directly into this program.
Complete your work in one session, as information cannot be saved.

No mailed, faxed, handwritten or late applications will be accepted. Limit no more than 1 grant application per category.

Organizations must be tax-exempt under Section 501(c)(3) of the Internal Revenue Code and located in or benefit the Crescenta-Canada Valley, which includes La Canada, La Crescenta, parts of Glendale, Montrose and Tujunga. "Parent Organizations" located outside but delivering educational programs in this area are eligible.

For questions, contact the Community Foundation of the Verdugos
818.241.8040
pinolagrants@cfverdugos.org

OUR MISSION
To enrich the lives of all Crescenta-Canada Valley residents by supporting exceptional educational programs.

TYPES OF GRANT REQUESTS SUPPORTED

- Books and Teaching Tools
- Musical Instruments
- Classroom Materials
- Parent Education Programs
- Community Enrichment Projects
- Printed Material
- Equipment Purchases, Replacement & Modernization
- Salaries (maximum 50% of a budget)
- Sports Equipment
- Fundraising Events or Capital Campaigns
- Technology Upgrades, Computer Hardware
- Improvement to Facilities including Athletic Facilities and Software Programs
- Youth Leadership

TYPES OF GRANT REQUESTS NOT SUPPORTED

- Advertising
- Insurance or Maintenance Contracts
- Endowment Funds
- Political Lobbying, Voter Registration or Campaigns
- Faith-Based Projects
- Research
- Feasibility Studies or Consulting Fees
- Transportation Expenses
- Fiscal Agents
- Uniforms or Clothing
- Individuals and Individual Scholarships

Standard Grant, Special Needs Grant, Strategic Initiative Grant
COVER SHEET 2019

Choose one type of grant per application and check off the type and requirements.
Each application MUST include this check-off sheet and be completed in no smaller than size 11 font.

☐ Standard Grant

$5,000 maximum.
See pg.1 for grant requests supported.
Application on pg.3.

- ☐ Completed grant application and copy of the project budget
- ☐ Two letters of support
- ☐ For equipment, include one competitive bid
- ☐ Proof of 501(c)(3) designation
- ☐ Explanation of how grant will be matched

☐ Special Needs Grant

$5,000 maximum, must be matched and directed to programs for those with disabilities. See pg.1 for grant requests supported. Application on pg.3.

- ☐ Completed grant application and copy of the project budget
- ☐ Two letters of support
- ☐ For equipment, include one competitive bid
- ☐ Proof of 501(c)(3) designation
- ☐ Explanation of how grant will be matched

☐ Strategic Initiative Grant

NEW! $15,000 maximum, show partial or complete match, and explain potential new way of undertaking educational projects. Application on pg.4-6.

- ☐ Completed grant application and copy of the project budget
- ☐ Three letters of support
- ☐ For equipment, include one competitive bid
- ☐ Proof of 501(c)(3) designation
- ☐ Indicate any financial support for the project

_____
Organization
_____
Address

_____   _____
Executive Director/Principal   Phone

_____   _____
Contact Person   Title

_____   _____
Contact Person's Phone   Contact Person's Email

_____   _____
Amount Requested   Tax Identification Number

To help ensure that the Education Fund continues to grow and provide increasing support for educational programs, we ask that grant recipient organizations sponsor a team of four players in the Smart-A-Thon. Please sign and certify that the information in this application is correct and your organization will sponsor a team of 4 players in the 32nd Smart-A-Thon on March 25, 2020. Failure to sponsor a team of 4 players may disqualify the recipient to participate in the following year's grant cycle.

_____
Signature of Executive Director/Principal

STANDARD OR SPECIAL NEEDS GRANT APPLICATION – 2019

1. State the SPECIFIC purpose of the grant. What will you purchase with grant funds? Explain how the educational program will benefit the community and your organization's goals. Indicate the number of Crescenta-Canada Valley residents who will be served by the program.

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    _____**(limited to this space)**

2. How are you matching or securing other sources of support.

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    _____**(limited to this space)**

3.   How will you evaluate the program and determine if it achieved its purpose/goals?

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    _____**(limited to this space)**

4.   How will this grant support your organization's long-term program goals.

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    _____**(limited to this space)**

STRATEGIC INITIATIVE GRANT APPLICATION – 2019

This grant has a maximum of $15,000 and will support an innovative idea to enrich educational programs for our community and possibly for others, too.

_____
Title of Project

_____   _____
Total Cost of Project   Amount Requested of Education Fund (up to $15,000)

Summarize your project in a maximum of 3 sentences: _____

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1. **Describe the condition/problem you are addressing.**
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   _____**(limited to this space)**

2. **Explain SPECIFICALLY how and why you are addressing the issues. If the proposal is "exploratory," explain how the organization will build on findings/accomplishments and refrain from "starting from scratch" in following years.**

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_____**(limited to this space)**

3. **Describe major costs and their purpose in your budget. If you are asking experts to participate but are not using "local experts," indicate why "outside experts" have been selected and how they will be involved throughout the project.**

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4. **If you are collaborating with other organizations, describe what you hope to achieve working together?**

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_____**(limited to this space)**

5. **How will you evaluate the work done?**

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_____**(limited to this space)**

6. **How do you anticipate that this project will enrich our broader community and/or change education in the future?**

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_____**(limited to this space)**