The Oceanside Charitable Foundation
A proud affiliate of The San Diego Foundation

Grant Guidelines
2017 Grant Cycle
Oceanside Youth at Risk

MISSION & PURPOSE
The purpose of The Oceanside Charitable Foundation (OCF), an affiliate of The San Diego Foundation (TSDF), is to improve and preserve the quality of life in Oceanside by increasing responsible and effective philanthropy; providing funds annually to Oceanside projects and programs; building an Oceanside community endowment; and giving the Oceanside community a vehicle for legacy planning and gifts that benefit Oceanside now and forever.

The Oceanside Charitable Foundation is committed to the financial support of organizations, projects and programs dedicated to improving the lives of those who live, work and play within the geographic boundaries of the City of Oceanside.

INTRODUCTION
The Oceanside Charitable Foundation invites San Diego County nonprofits serving and impacting the residents of Oceanside to submit an application with the focus on the broad topic of "Youth at Risk". We have defined "youth" as a person up to 25 years of age.

Focus Area
For this 2017 grant cycle, the Foundation will be accepting proposals for projects that clearly identify the organization's definition of "youth at risk" and how that definition was determined. Successful applications will clearly identify the cause(s) which have placed the youth at risk and offer clear and precise programs for addressing change. Please be very specific in your responses rather than using generalities.

ELIGIBILTY CRITERIA
To be eligible, all applicants must meet the following criteria:
- Grants must be administered by a 501(c) 3 Public Charity, or an organization that is fiscally sponsored by a 501(c) 3, a school, or other government agency. The Foundation does not make grants to supporting organizations or private, non-operating foundations
- If organization is using a fiscal sponsor, a cooperative relationship between the two must be clearly demonstrated
- Project must be achievable within a 12-month time frame

Applications are due no later than 5:00 p.m. on January 9, 2017

Projects will build and/or strengthen one or more of the following elements:

- The Foundation encourages projects that demonstrate collaborative efforts
- Project must have prospects for long-term sustainability (future funding, viability, etc.)
- Have a sustainable impact, offering measurable/scalable outcomes and ongoing verifiable benefit(s) to the community or the population served
- Be innovative or encourage innovation
- Have competent, experienced, and credible organizational leadership in place
- Be culturally appropriate and sensitive
- Initiate or fosters collaboration with other community organizations

FREQUENTLY ASKED QUESTIONS

What is the application deadline?
The deadline for application submission is 5:00 p.m. **January 9, 2017** Incomplete or late applications will not be accepted.

How do we apply?
Proposals must be submitted online by no later than 5:00 p.m. on or before January 9, 2017. The grant application can be accessed at: https://app.smarterselect.com/programs/34520-Oceanside-Community-Foundation

Who is eligible to apply for Oceanside Charitable Foundation funding?
To be eligible for a grant from the Oceanside Charitable Foundation, organizations must have tax-exempt status and provide services in the community of Oceanside. An organization may serve as a fiscal sponsor for a charitable organization that does not have tax-exempt status if a cooperative relationship between the two can be clearly demonstrated in writing, and the fiscal sponsor must be willing to administer the grant if awarded. The Oceanside Charitable Foundation at The San Diego Foundation does not make grants to supporting organizations or private, non-operating foundations.

How much can we request?
The OCF will provide grants at the following levels: $5K, $10K, $15K, $20K or $25K.

What is the grant period?
Grants are made for one year. This grant cycle is July 1, 2017 to June 30, 2018.

What reporting is required?
The Oceanside Charitable Foundation requires periodic reporting and site visits; the details of which will be specified in the grant award letter.

What will the Foundation not fund?
The Oceanside Charitable Foundation generally does not fund:
- Ongoing salaries and benefits
- Capital projects or annual campaigns
- Existing obligations/debt
- Scholarships

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- Projects that promote religious or political doctrine

Who can I contact if I have any questions?

For program questions, please contact Kristine Breese at Kristineb@sdfoundation.org.

For technical questions regarding the online application, please contact Kerri Favela at kerri@sdfoundation.org

What is the Oceanside Charitable Foundation Timeline?
- January 9, 2017 - Grant applications due by no later than 5pm
- February through March 2017 – Site visits conducted with all finalists
- May 2017 – Selection of award recipients
- June 2017 – Award Celebration
- July 1, 2017 – Program funding start date

Application Required Fields

Please Note: Below are the questions that will be on the online application. Attachments will not be accepted and all information must be typed directly in to the fields of the online application.

Applicant Information
- Is your Organization a 501(c)(3) public charity?
- Does your organization have a fiscal sponsor?
- Organization Name
- Address, City, State, Zip
- Telephone
- Website
- Organization Budget Size
- Tax ID (EIN) Number

Executive Director
- Name
- Title
- E-mail
- Telephone

Program Contact
- Name
- Title
- E-mail
- Telephone

Fiscal Sponsor (if applicable)
- Organization name
- Address, City, State, Zip
- Telephone
- Tax ID (EIN) Number

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Program Information
- Project Name
- Amount You Are Requesting

Program Proposal Narrative

Organizational History (Max. 250 words)
Describe the organization's history, mission and goals.

Program Summary (Max. 100 words)
Provide a general and compelling description of your project and its specific impact on the community.

Purpose of the Grant (Max. 500 words)
Describe the purpose of the project including major goals, activities and timelines; include how they are addressing identified community needs and provide information about the population served.

Impact and Evaluation (Max. 250 words)
Please share the measurable outcomes anticipated from the project as well as the evaluation methods to be used. Include who will be involved in the evaluation and how the information will be used.

Sustainability (Max. 100 words)
Describe how the program is sustainable, replicable, or scalable.

Partnerships (Max. 100 words)
Describe how the project fosters collaboration with other successful entities in the community to achieve a common goal or objective.

Program Leadership – Board (Max. 250 words)
List board members and key personnel involved with the program/project.

Program Budget
Total Organization Budget: $_____ (Required).

The following line items will be included in the standard budget format:
- Equipment & program materials
- Meeting and travel
- Consultants & contractors
- Overhead

Please create your budget for the project by filling in the first four line item categories (use zeros for line items that do not apply to the project) and adding up to six additional line items. To add more than one expense category, complete "Expense 1" and click "Yes" to reveal "Expense 2" etc. Once you have completed the necessary expense categories for your budget, press "No" to reveal the final "Program Budget" questions.

There will be space at the bottom to provide a brief budget narrative to further describe specific line items. Use the following worksheet as an example.

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Expense Category	Requested Amount	Program Budget
1. Equipment & Program Materials		
2. Meeting and Travel		
3. Consultants & Contractors		
4. Overhead		
5.		
6.		
7.		
8.		
9.		
10.		
	Total Requested Amount	Total Program Budget

Budget Narrative (Max. 250 words)
Describe your specific line items.

Other sources of Funding (Max. 50 words)
List other sources of funding secured for this project.

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