

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.

OCF 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

OCF invites governmental agencies and 501(c)(3) non-profit public charities serving Oceanside to submit applications with the focus on the broad topic of “Community Engagement”.

FOCUS AREA

For this 2018 grant cycle, The Foundation is seeking applications for programs where individuals and organizations come together to develop the community they envision. Successful applications will present programs that enhance, beautify, educate, engage and/or promote tolerance in the Oceanside community and which have an enduring impact on our city. Please be very specific in your responses rather than using generalities.

ELIGIBILITY 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 an organization is using a fiscal sponsor, a cooperative relationship between the two must be clearly demonstrated.
- The project must be achievable within a 12-month time frame.

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

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- 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; and
- Demonstrate collaborative efforts

FREQUENTLY ASKED QUESTIONS

What is the application deadline?

The deadline for application submission is **5:00 p.m. on Thursday, December 21, 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 December 21, 2017. The grant application can be accessed at: <https://app.smarterselect.com/programs/44595-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, 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?

Grants in the amounts of \$5,000, \$10,000, \$15,000, \$20,000 and \$25,000 will be considered.

What is the grant period?

Grants are made for one year. This grant cycle is June 1, 2018 to May 31, 2019.

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 does not fund:

- Ongoing salaries and benefits
- Capital or annual campaigns
- Existing obligations/debt
- Scholarships
- Projects that promote religious or political doctrine

Who can I contact if I have any questions?

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

What is The Oceanside Charitable Foundation timeline?

- December 21, 2017 - Grant applications due by no later than 5 p.m.
- January/February 2018 - Site visits conducted with all finalists
- April 2018 - Selection of award recipients
- May 2018 - Award Celebration
- June 1, 2018 - 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

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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

Program Information

- Project Name
- Amount You Are Requesting

Program Proposal Narrative

Organizational History (Max. 250 words)

Describe the organization's history, mission and goals.

Executive Summary (Max. 150 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.

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Applications are due no later than 5:00 p.m. on Thursday, December 21, 2017.

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

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.

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



Expense Category	Requested Amount	Program Budget
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.