



## MISSION & PURPOSE

The mission and purpose of The 4S Ranch-Del Sur Community Foundation is to improve the quality of life in 4S Ranch-Del Sur by meeting emerging needs through:

- Encouraging and increasing responsible and effective philanthropy,
- Building a community endowment,
- Providing funds annually to organizations and causes, and
- Giving the community a vehicle for legacy planning and cash gifts that will benefit 4S Ranch-Del Sur annually and in perpetuity.

The vision of the Foundation is to inspire a culture of giving that supports, strengthens and enriches the quality of life in the 4S Ranch-Del Sur communities now and for generations to come.

## INTRODUCTION

As the 4S Ranch-Del Sur Community Foundation begins its 14th grant cycle we find our community significantly impacted by the COVID-19 pandemic. For many this impact has been devastating. From the loss of loved ones, the loss of livelihoods, the challenges in educating our youth, the disruption to how we simply shop or socialize, every aspect of life in our community has been touched. The stress created by the duration of the pandemic has brought an increase in physiological and psychological health issues as well. In light of the unique challenges created by the COVID-19 pandemic, the Foundation invites nonprofits with programs that facilitate community COVID-19 recovery targeting the communities of 4S Ranch and Del Sur to submit an application for the 2021-2022 grant cycle.

## FOCUS AREA

For this grant cycle the foundation will accept proposals for high impact programs that address community COVID-19 recovery for families and individuals of all ages in 4S Ranch and Del Sur. Our recovery from this pandemic needs to be as unique as the pandemic itself. The examples given below are not intended to define the box but merely provide some ideas.

Examples include but are not limited to:

- Employment related programs that create employment opportunities or assist in job training for workers impacted by COVID-19.
- Programs that address educational issues such as home schooling, catch up for students due to missed school, material support for distance/virtual learning, and after school activities targeting health and well-being.
- Programs or projects that provide constructive activities for residents that target overall health and well-being.
- Programs that address the physiological and/or psychological impacts of COVID-19 and assist residents in dealing with them.



- Programs that target preventative education and/or diagnostic testing to reduce the spread of COVID within the community.
- Programs that offer support to families in which the parents must work from home with pre-school age children and/or school age children enrolled in virtual learning at home together.

## 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 organization is using a fiscal sponsor, a cooperative relationship between the two must be clearly demonstrated
- Program must be distinct with measurable outcomes
- Project must benefit 4S Ranch and Del Sur Communities
- Project must be achievable within a 12-month time frame
- **Programs must be able to be implemented and operate under current business and social distancing guidelines. Programs that cannot be implemented until the pandemic is resolved will not be considered.**

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. Monday, December 21, 2020**. 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, 2020. The grant application can be accessed at: <https://app.smarterselect.com/programs/69092-4-S-Ranch-Del-Sur-Community-Foundation>



### **Who is eligible to apply for 4S Ranch-Del Sur Community Foundation funding?**

To be eligible for a grant from the 4S Ranch-Del Sur Community Foundation, organizations must have tax-exempt status and provide services that benefit 4S Ranch and Del Sur communities. 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 4S Ranch-Del Sur Community Foundation at The San Diego Foundation does not make grants to supporting organizations or private, non-operating foundations.

### **How much can we request?**

The 4S Ranch-Del Sur Community Foundation will accept requests up to \$15,000.

### **What is the grant period?**

Grants are made for one year. This grant cycle is June 1, 2021 to May 31, 2022.

### **What reporting is required?**

The 4S Ranch-Del Sur Community 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 4S Ranch-Del Sur Community 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](mailto:trudy@sdfoundation.org). For technical questions regarding the online application, please contact Kerri Favela at [kerri@sdfoundation.org](mailto:kerri@sdfoundation.org).

### **What is the 4S Ranch-Del Sur Community Foundation Timeline?**

- December 21, 2020 – Grant applications due by no later than 5:00 p.m.
- February – Site visits conducted with all finalists
- April 2021 – Selection of award recipients
- May 2021 – Award Celebration
- June 1, 2021 – 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 into 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

### 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 description of your project and specific impact on the community of 4S Ranch and Del Sur.

### **Purpose of the Grant (Max. 500 words)**

Describe how your project fits the criteria (supporting COVID-19 recovery and relief efforts) including major goals, activities, and timelines. Identify the community needs the project will address and identify and provide information about the population served. Explain if this is a new or existing project.

### **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)**

Is the project scalable? What will you do if you receive less than the fully requested amount?

### **Partnerships (Max. 100 words)**

Describe how the project fosters collaboration with other successful entities in the community to achieve a common goal or objective (if applicable).

### **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 five line item categories (use zeros for line items that do not apply to the project) and adding up to five 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 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.