

Grant Guidelines

2023-2024 Grant Cycle: Youth Development



Mission & Purpose

The mission of 4S Ranch-Del Sur Community Foundation (4SCF) is to improve the quality of life in the 4S Ranch and Del Sur communities 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 the residents of the 4S Ranch and Del Sur communities annually and in perpetuity.

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

Focus Area

4SCF is seeking grant applications for high-impact programs that will support youth development in the 4S Ranch and Del Sur communities.

Programs can include but are not limited to the following:

- Programs that support physical and mental well-being
- Educational support including remediation, achievement and other educational opportunities
- Arts and culture programs including visual arts, theater, dance, classic and contemporary music, painting, sculpture, etc.

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. 4SCF 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 the 4S Ranch and Del Sur communities
- Project must be achievable within a 12-month time frame

Applications are due no later than 5:00 p.m. on Wednesday, December 21, 2022.

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

- 4SCF 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 foster collaboration with other community organizations

Frequently Asked Questions

What is the 4S Ranch~Del Sur Community Foundation timeline?

- December 21, 2022 – Grant applications due by no later than 5:00 p.m.
- February 2023 – Site visits conducted with all finalists
- April 2023 – Selection of award recipients
- May 2023 – Award Celebration
- June 1, 2023 – Program funding start date

Who is eligible to apply for 4S Ranch~Del Sur Community Foundation funding?

To be eligible for a grant from 4SCF, organizations must have tax-exempt status and provide services in the 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. 4SCF at San Diego Foundation does not make grants to supporting organizations or private, non-operating foundations.

What is the application deadline?

The deadline for application submission is 5:00 p.m., Wednesday, December 21, 2022. 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, 2022. The grant application can be accessed through [MySDF](#). Please follow the directions on how to register and apply [here](#). A video tutorial is available [here](#).

How much can we request?

4SCF will accept requests from \$1,500 to \$7,500.

What is the grant period?

Grants are made for one year. This grant cycle is June 1, 2023, to May 31, 2024.

What reporting is required?

4SCF requires periodic reporting and site visits; the details of which will be specified in the grant award letter.

What will 4SCF not fund?

4SCF 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 or technical questions regarding the online application, please contact Lesley Hughes at lhughes@sdfoundation.org.

Application Questions

Please note: Below are the questions that will be on the online application. All information must be typed directly into the fields of the online application and submitted through [MySDF](#). Please follow the directions on how to register and apply [here](#). A video tutorial is available [here](#). **All information MUST be provided; incomplete applications WILL NOT be considered.**

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

Project Name

Amount You Are Requesting

Organizational Summary (Max. 250 words)

Describe the organization's history, mission, goals and specific impact on the 4S Ranch and Del Sur communities.

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 4S Ranch and Del Sur 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 – Includes Worksheet and Narrative

Please upload your budget for the project. You may use the following worksheet as an example.

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