

Grant Guidelines

2027-2028 Grant Cycle: Student Learning



**Chula Vista
Community Foundation**

A proud affiliate of San Diego Foundation

Mission and Purpose

The mission of Chula Vista Community Foundation (CVCF) is to improve the quality of life in Chula Vista 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 Chula Vista annually and in perpetuity.

The vision of CVCF is to inspire a culture of giving that supports, strengthens, and enriches the quality of life in the Chula Vista community now and for generations to come.

Focus Area

The Chula Vista Community Foundation is accepting proposals for impactful educational programs that support Chula Vista students in grades 6 - 12 to address learning gaps in reading, writing, and math that have widened since the COVID-19 pandemic. CVCF is particularly interested in interactive workshops and programs that engage individual students in:

- Reading and Writing: Building literacy, comprehension, and communication skills
- Math: Strengthening foundational math skills and building confidence

For the 2027-2028 grant cycle, grant requests from a minimum of \$10,000 up to \$30,000 in funding may be awarded. **The grant cycle is committed to the financial support of projects that make the biggest impact on those who live, work, and play in Chula Vista. CVCF is interested in how these projects benefit Chula Vista and have a positive impact on the community. CVCF looks forward to supporting impactful educational programs in our community and will award up to three grants during this year's grant cycle.**

Eligibility 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. CVCF does not make grants to supporting organizations or private, non-operating foundations. CVCF does not fund scholarships. 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.

Applications are due no later than 5:00 p.m., Thursday, November 19, 2026.

Frequently Asked Questions

What is the Chula Vista Community Foundation timeline?

- **November 19, 2026:** Full applications due by 5:00 p.m.
- **February and March 2027:** Site visits conducted with all finalists.
- **May and June 2027:** Selection of award recipients and Grants Celebration.

How much can we request?

CVCF will accept proposals \$10,000 up to \$30,000.

What is the grant period?

Grants are made for one year. This grant period is from July 1, 2027, through June 30, 2028.

What reporting is required?

CVCF requires one brief final report in Foundant along with photos and /or videos that represent your program.

What CVCF will not fund:

- Scholarships
- Capital or annual campaigns
- Existing obligations/debt
- Projects that promote religious or political doctrine
- Organizations with less than 4 years of nonprofit status
- Organizations having received a grant from CVCF in the last two years

Who can I contact if I have any questions?

For program questions or technical questions regarding the online application, please contact us at CVCF@sdfoundation.org.

Application Instructions

San Diego Foundation has introduced a new grant application portal called Foundant. If you have applied recently, your organization already has an account in this system. If this is your first time applying to any grant program at San Diego Foundation, you will need to establish your account, then click the “Apply” button to access a list of open the applications. For additional guidance regarding creating a new user account, please [see this tutorial](#). Register and apply [here](#).

Note: SDF highly recommends updating all of your organizations contact information in Foundant including address and EIN# as well as updating your profile in [Candid](#).

Application Questions

Organization Information

- **Type of Organization*:** Which describes your organization?
 - A 501(c)(3) nonprofit organization
 - Fiscally sponsored by a 501(c)3 organization
- **DBA:** Please provide if the organization name you use is different from your legal name.
- **Mission Statement*:** Describe the organization's mission and goals.
- **Geographic Areas Served (list)*:** Please provide how your project specifically serves the Chula Vista community.

Fiscal Sponsor Information (if applicable)

- **Fiscal Sponsor Name***
- **Fiscal Sponsor EIN Number*:** Please be sure to format it correctly (##-#####)
- **Fiscal Sponsor Agreement*:** Please upload a letter demonstrating the agreement between your organization and your fiscal sponsor. A letter or MOU will suffice.

Project Information

- **Project Name*:** Name of Project.
- **Amount Requested*:** (Between \$10,000 and \$30,000)
- **Executive Summary*:** Briefly describe the purpose of the project, including goals; impact to Chula Vista residents; any planned collaboration with community partners; and how this program addresses this grant cycle's focus area. (2000 characters)
- **Impact:** How many people in Chula Vista do you anticipate will be served? (100 characters)

Project Budget*

- **Annual Operating Budget*:** Please enter your annual operating budget based on your last fiscal year.
- **Project Budget Narrative:** Describe your specific line items. (1000 characters).
- **Project Budget:** Please fill in your Project Budget (example below).

Expense Category	Requested Amount	Program Budget
1. Equipment & Project Materials (Example)		
2. Consultants & Contractors (Example)		
3. Curriculum (Example)		

4. Training (Example)	
	Total Requested Amount: Total Program Budget: