Letter of Intent (LOI)/ Grant Guidelines

Escondido Community Foundation
A proud affiliate of San Diego Foundation

2027-2028 Grant Cycle: Supporting Escondido's Youth and their Families

Mission and Purpose

The mission of Escondido Community Foundation (ECF) is to improve the quality of life in Escondido 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 Escondido annually and in perpetuity.

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

Introduction

The Escondido Community Foundation (ECF) is pleased to announce that our new grant cycle is focused on supporting our youth. We invite qualified nonprofits serving Escondido residents to submit applications for projects that support children (0-18) and their families who are living with disability or facing significant financial or situational hardships, such as in the foster or judicial system, or unhoused. Our intention is to help where funding gaps exist that are not covered by public programs or health insurance.

Focus

ECF welcomes applications that support underserved Escondido youth (0-18) and their families, and may include, but are not limited to, the following examples:

Educational Support Services

- Supplemental learning and educational enrichment opportunities
- Specialized equipment such as tablets, accessories and apps, ergonomic support, smartpens, hearing and visual tech, sensory and regulation tools such as noise canceling headphones

Recreation and Social Connection Opportunities

- Recreational sports, adaptive sports and arts programs
- After school programs and camps
- Mentorship

Family and Caregiver Support

- Respite
- Parenting education, kinship/foster care support
- Peer support, sibling or parent support groups

Late Adolescents (16-18)

- Services that promote life skills, job readiness and post -secondary planning including youth aging out of foster care
- Vocational training

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. ECF 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.

Frequently Asked Questions

What is the Escondido Charitable Foundation Timeline?

- **February 1, 2027:** Letter of Intent (LOI) due by 5:00 p.m.
- **February 17, 2027:** Invitations to submit full applications
- **March 22, 2027:** Full grant applications by invitation, due no later than 5:00 p.m.
- **May 2027:** Site visits conducted
- **August 2027:** Selection of award recipients
- **September 2027:** Grant Award Celebration
- **October 1, 2027:** Program funding start date

How much can we request?

ECF will accept proposals in a range of $10,000 up to $30,000.

What is the grant period?

Grants are made for one year. This grant cycle is October 1, 2027 to September 30, 2028.

What reporting is required?

ECF requires periodic reporting, the details of which will be specified in the grant award letter. Photographs representative of your impact will be requested.

What will ECF not fund?

Escondido Community Foundation does not fund:

- Scholarships
- Capital or annual campaigns
- Existing obligations/debt
- 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 San Diego Regional Philanthropy at RA@sdfoundation.org.

Application Instructions

San Diego Foundation has a grant application portal. 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 applications. After creating your account, click the "Apply" button to access the application. Register/apply today. For additional guidance regarding creating a new user account, please see this tutorial.

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

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 Oceanside 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.

LOI Questions

- **Project Name*:** Name of Project
- **Amount Requested***
- **How will this project positively impact Escondido? (1000 Characters)**
- **Approximately how many people do you expect to serve with this funding?**
- **Letter of Intent*:** Provide a compelling description of your project, how it aligns with the focus area and why we should support it. (2000 Characters)

Full Application Questions (by invitation only)

Project Information

- **Project Name*:** Name of Project
- **Amount Requested***
- **Purpose & Alignment*:** Describe the purpose of the project and how it aligns with the focus area of supporting the youth and families.
- **Impact and Metrics*:** Describe 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*:** Describe how the project is sustainable, replicable or scalable.
- **Collaboration*:** Describe how the project fosters collaboration with other successful entities in the community to achieve a common goal or objective.
- **Project Leadership*:** List key personnel involved with the project.

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.
- **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:**

- **Other Sources of Funding:** List other sources of funding secured for this project.