



**Grant Application**

Organization Name: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_ Year Incorporated: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Website & Facebook page: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Contact Person's Phone & Email: \_\_\_\_\_

**Organizational Background**

Organization Mission:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization history and accomplishments:

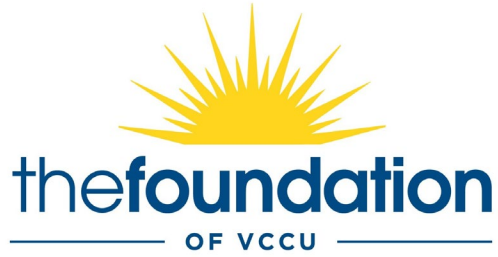
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Explain your current programs and activities, the demographic that you serve, and the outcomes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of individuals served each year: \_\_\_\_\_

Number of Full-time Staff: \_\_\_\_\_ Number of Part-time Staff: \_\_\_\_\_ Number of Volunteers: \_\_\_\_\_



**Grant Application**

Please identify the “give or get” policy the organization has in place for Board of Directors:

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**Funding Request**

Amount Requested: \$ \_\_\_\_\_ (Maximum amount is \$5,000)

Funding Type:  Program     Event     Capital     Operational     Other: \_\_\_\_\_

Brief Grant Proposal Summary (maximum of 1,000 characters):

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What are the expected outcomes and measurements:

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How will you sustain these efforts?

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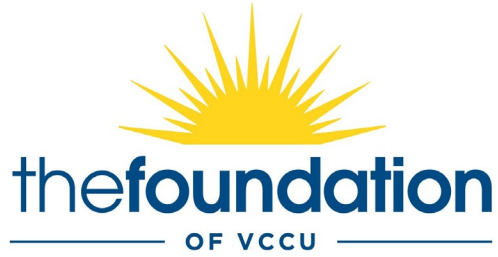
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**Grant Application**

Explain the staff and volunteer skills and experience vital to the proposal’s success. If there is collaboration with other organizations, please explain here as well:

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If full funding is not available, please explain how the organization will secure additional funding/support or how your proposal will be modified.

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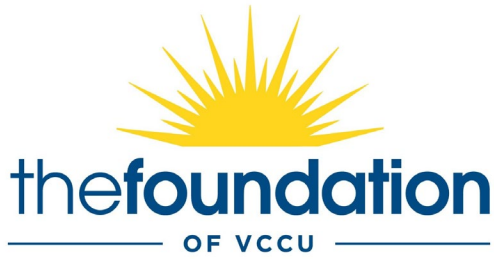
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**Additional Documentation Required:**

- Cover Letter
- Board of Directors List
- Organization’s Current Annual Budget
- Grant Proposal Budget
- IRS Determination Letter
- Most Recent 990
- California Franchise Tax Letter



### Grant Application

Please send complete grant application to [nyanez@vccuonline.net](mailto:nyanez@vccuonline.net). Only complete applications will be reviewed.

Grant applications are accepted on an ongoing basis and reviewed quarterly.

Organizations can submit two grant applications within a 12-month period, however the maximum awarded to any one organization in a 12-month period is \$5,000.

If the Organization's grant proposal is accepted, Organization acknowledges and agrees to:

- Use grant funds only for the purpose for which the grant was made.
- Provide a finalized 1-page written report within 12 months of receiving funds. Report should be emailed to Natalie Yanez at [nyanez@vccuonline.net](mailto:nyanez@vccuonline.net). Failure to provide report in a timely manner, may jeopardize additional funding.
- The Foundation reserves the right to withhold and/or recover grant funds in case the distributed funds are, or appear to be misused.

I certify that the information provided above is correct, that all distributions were or will be made in accordance with the above description or any other controlling agreements between the Organization and The Foundation.

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Date

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Signature

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Printed Name and Title