

# THE FUND FOR SANTA BARBARA

26 West Anapamu Street, Santa Barbara, CA 93101  
Phone: (805) 962-9164  
120 East Jones Street, Suite 110, Santa Maria, CA 93454  
(805) 922-1707  
www.fundforsantabarbara.org  
grants@fundforsantabarbara.org  
TDD / TTY via 711

## About the FUND FOR SANTA BARBARA

THE FUND was established as a community foundation in 1980 to offer an alternative concept in philanthropy. Founded by a group of individuals who shared a vision of a just and humane society, THE FUND is dedicated to finding solutions to current and emerging social, economic, environmental, and political problems that challenge our society as a whole. Since its inception, THE FUND has awarded over \$5 million to more than 1,000 projects.

## Spring 2019 Funding Guidelines

THE FUND believes that significant social changes ultimately require broad participation in and democratic control of all social, political, and economic institutions. Historically, social conditions improve most dramatically when people organize on their own behalf, form alliances with other like-minded people & organizations, and build coalitions to confront and change the conditions that have denied them access, equity, and justice.

THE FUND provides seed grants to new grassroots projects; general support and project grants to small organizations; and targeted grants to larger, more established organizations. THE FUND gives preference to projects that address the *root causes* of social, economic, environmental, and political problems.

### We invite applications from groups that:

- Work against discrimination based on race, sex/gender, age, religion, economic status, sexual orientation, physical/mental ability, ethnicity, language spoken, or immigration status;
- Advocate for the rights of workers;
- Promote self-determination in low income and disenfranchised communities;
- Promote international peace and organize locally for a just foreign policy;
- Work on improving the environment, especially organize a constituency usually without access to decision makers;
- Operate in a democratic manner, responsive to and directed by the constituency being served.

### We do not fund:

- Political campaigns that support a candidate or a political party;
- Private (vs. public) interests;
- Direct labor organizing;
- Projects providing direct services without a social change component;
- Direct support to individuals;
- Building improvements;
- Capital ventures, i.e. office equipment, machines, or vehicles;
- Projects located outside of Santa Barbara County.

**Applications Due: March 1<sup>st</sup>, 2019**

***Affirmative Action considerations are among the criteria used in all funding decisions.***

***Solicitudes e información son disponibles en español***

---

## General Spring Cycle Information

1. You may receive an additional application packet by contacting us at [grants@fundforsantabarbara.org](mailto:grants@fundforsantabarbara.org) or by submitting an electronic copy on our new online Grants Portal [fundforsantabarbara.org/spring2019](http://fundforsantabarbara.org/spring2019). You may also stop by one of our offices to pick up a copy.
2. You are encouraged to attend a FREE Grant Application Workshop (see dates on Cycle Calendar below) to learn more about the application process or about the Fund for Santa Barbara in general. In addition, FUND staff is available to review a draft of your proposal and provide feedback. All such drafts must be received at THE FUND office or at [grants@fundforsantabarbara.org](mailto:grants@fundforsantabarbara.org) by **Friday, February 22<sup>nd</sup>, 2019**.
3. The Fund for Santa Barbara will accept grant applications from groups regardless of their tax-exempt status as long as their activities clearly fall within IRS tax-exempt guidelines. **Fiscal sponsorships are accepted but not required.**
4. We do accept requests for repeat funding of projects. However, such proposals must include detailed information about the outcome of the previous grant and how further financial assistance would advance the goals of the original proposal. Organizations seeking repeat funding must be in compliance by having all required progress and final reports submitted. *Please contact FUND staff to ascertain compliance.*
5. Submit the completed hard copy of the application to one of our offices by **5 p.m. on Friday, March 1<sup>st</sup>, 2019**. When submitting your application please expect to be in the office for up to 15 minutes. At this time staff will review your application to assure it is complete. ***Please DO NOT submit your application with any additional folders, envelopes, or the like.***

---

## Other Grant Opportunities

---

### Multi-Year Grants

The FUND FOR SANTA BARBARA accepts Multi-Year Grant applications during the **Fall Cycle Only**. Interested applicants **must** first contact the FUND office. Please call the office at (805) 922-1707 to speak with Patricia Solorio or email at [Psolorio@fundforsantabarbara.org](mailto:Psolorio@fundforsantabarbara.org).

### Youth Making Change Grants (YMC)

Youth Making Change is a teen-led philanthropy program for youth led projects in Santa Barbara County. The maximum award is \$3,000 and the deadline is in the Fall. Please call the office at (805) 962-9164 to learn more about the application and guidelines.

### Emerging Need Grants (ENG)

Projects that need immediate financial assistance and could not meet the deadline for our Grant Cycles due to extraordinary, unforeseen circumstances may be eligible for this grant. *The FUND does not consider poor planning, cash flow problems, or insufficient fund-raising efforts as grounds for an ENG.* Contact [psolorio@fundforsantabarbara.org](mailto:psolorio@fundforsantabarbara.org).

### Donor Advised Grants

The FUND FOR SANTA BARBARA also manages a limited number of Donor Advised Funds focused on social justice work. These grants are not available through the regular application process but require an invitation from FUND staff.

## Schedule for the 2019 Spring Cycle

|  |   |
|--|---|
| <b>Applications Available</b>  | Monday, January 28 <sup>th</sup>  |
| <p style="text-align: center;"><b>Free Grant Application Workshops</b></p> <p>These workshops are strongly recommended and are open to anyone who wants to learn more about the FUND FOR SANTA BARBARA and our application process.</p> <p>To sign up for a workshop you may call us at (805) 922-1707 or RSVP at <a href="http://www.fundforsantabarbara.org/spring2019/">www.fundforsantabarbara.org/spring2019/</a></p> | <p style="text-align: center;">Tuesday, February 5<sup>th</sup> ~ 6:00 – 7:30 p.m.<br/>Louise Lowry Davis Center<br/>1232 De La Vina St, <b>Santa Barbara</b></p> <p style="text-align: center;">Tuesday, February 12<sup>th</sup> ~ 6:00 – 7:30 p.m.<br/>Buellton Recreation Center Room A<br/>301 Second St, <b>Buellton</b></p> <p style="text-align: center;">Wednesday, February 13<sup>th</sup> ~ 6:00 – 7:30 p.m.<br/>Santa Maria Public Library<br/>421 S McClelland St, in <b>Santa Maria</b></p> <p style="text-align: center;">Wednesday, February 20<sup>th</sup> ~ 6:00 – 7:30p.m.<br/>Goleta Valley Community Center Room 7<br/>5679 Hollister Ave, <b>Goleta</b></p> |
| <b>Proposal Review by Staff</b>  | Mon, January 28 <sup>th</sup> – Fri, February 22 <sup>th</sup>  |
| <b>Applications Due – No Later Than 5:00 p.m.</b>  | Friday, March 1 <sup>st</sup>   |
| <p style="text-align: center;"><b>Site Visit Interviews</b></p> <p>Please note that not all applicants will receive an interview and the interview is not indicative of a decision to award funding.</p>   | April 3 <sup>rd</sup> – April 24 <sup>th</sup>  |
| <b>Funding Recommendations Made</b>  | Monday, May 20 <sup>th</sup>  |
| <b>Grant Recipients Notified</b>   | Week of May 20 <sup>th</sup>  |
| <p style="text-align: center;"><b>Grantee Orientations</b></p> <p>This is an opportunity for grantees to review Grant Award Packets and ask FUND Staff for assistance.</p>   | May 20 <sup>th</sup> to June 7 <sup>th</sup>  |
| <b>Spring Grant Awards Celebration<br/>In Santa Barbara</b>  | <b>Tuesday, June 11<sup>th</sup> - 5:00 – 7:00 p.m.</b>   |

# Instructions and Checklist: Spring 2019 Cycle

Thank you for taking the time to apply to the FUND FOR SANTA BARBARA. Please use this checklist to ensure you submit a complete application. If you have any questions, please contact THE FUND office in Santa Barbara at 805-962-9164 or in Santa Maria at 805-922-1707.

## Directions:

- Read THE FUND's Guidelines to confirm that THE FUND is a good match for your project. Guidelines are available on our website: [www.fundforsantabarbara.org/spring2019/](http://www.fundforsantabarbara.org/spring2019/)
  - Optional Proposal Review:** Submit a one-page description of your project, along with a budget and a list of key participants if you want staff to provide feedback that may be valuable in drafting your final application. This must be submitted before **Friday, February 22<sup>nd</sup>** at [grants@fundforsantabarbara.org](mailto:grants@fundforsantabarbara.org).
  - Attend a free Grant Application Workshop.** These workshops are strongly recommended and are open to anyone who wants to learn more about the Fund for Santa Barbara and our application process. To sign up for a workshop you may call us or RSVP: [www.fundforsantabarbara.org/spring2019/](http://www.fundforsantabarbara.org/spring2019/)
  - Complete the six-page application: black ink or typed. Electronic copies in word.doc or PDF format are available on our website or by visiting one of our offices. You may also submit an electronic copy on our Grants Portal [fundforsantabarbara.smapply.org/prog/spring\\_2019\\_funding\\_cycle/](http://fundforsantabarbara.smapply.org/prog/spring_2019_funding_cycle/). Your answers for some questions may be longer than others, but **DO NOT** exceed the **six page limit**. **Please note:** Answers to cover sheet (page 1 of application) must fit onto **one page**.
  - Obtain **original** (wet) authorized signatures of officers from the 501(c)(3) non-profit for the front page of the application. If you do not have 501(c)(3) status and are not being sponsored by a 501(c)(3) organization, you need signatures of people chosen by your group to represent the effort.
  - Submit one *paragraph* (175 words max) summary through email that includes: **1)** Start date of project & mission of organization **2)** What your proposal seeks to accomplish and **3)** What funding would specifically pay for. Please write in the third person and paragraph form and email summary in the body of the email to [grants@fundforsantabarbara.org](mailto:grants@fundforsantabarbara.org) by the end of the day March 1<sup>st</sup>. Put 'Final Summary' & **your project name** in the subject line.
  - Include with your application the following **attachments**:
    - a list of all *key* participants involved with your project (include their role/title)
    - a list of the Board of Directors of your organization
      - If applicable, the Board of Directors of the 501(c)(3) organization that is acting as fiscal sponsor for the project.
    - a copy of your organization's 501(c)(3) IRS determination letter
    - a copy of your State of California Franchise Tax Board determination letter

**OR**

  - If your organization doesn't have 501(c)(3) status you need to include a brief paragraph of how your group operates with a charitable purpose.
- Hand-deliver applications to THE FUND's Santa Barbara or Santa Maria office no later than 5:00 p.m. on Friday, March 1<sup>st</sup> if you are filling out the hard copy. Include one stapled single-sided original application with wet signatures and one unstapled single-sided copy of application. Both applications must include ALL attachments. No late applications will be accepted.

**Optional:** A black and white document of your choice. This can be but is not limited to a brochure from your project, an article, or an event flier. Your optional attachment must not exceed 3 one-sided pages (8 ½ by 11”).



26 West Anapamu Street, Santa Barbara, CA 93101  
 Phone: (805) 962-9164  
 120 East Jones Street, Suite 110, Santa Maria, CA 93454  
 (805) 922-1707  
 www.fundforsantabarbara.org  
 grants@fundforsantabarbara.org  
 fundforsantabarbara.smapply.org/prog/spring\_2019\_funding\_cycle/

## Spring 2019 Grant Application Form

**Instructions:** Please type or print in black ink. ALL cover sheet information must fit on one page.

Name of Organization or Fiscal Sponsor: \_\_\_\_\_

Project Name: \_\_\_\_\_

Has *this project* received FSB funding in the past? Yes \_\_\_ No \_\_\_ Date of Last Grant: \_\_\_\_\_

**Amount Requested** (NOT to exceed \$10,000): \$ \_\_\_\_\_

Brief summary of what funds will pay for: \_\_\_\_\_

Type of Request (check one): General Support \_\_\_ Program/Project \_\_\_ Seed Funding \_\_\_

Issue Area(s): \_\_\_\_\_ Geography: \_\_\_\_\_

Strategy(ies): \_\_\_\_\_ Constituency: \_\_\_\_\_

Tax Exempt Status: 501(c)3 \_\_\_ 501(c)4 \_\_\_ Unincorporated \_\_\_ Tax ID Number: \_\_\_\_\_

**Budget Period:** From: \_\_\_\_\_ To: \_\_\_\_\_ Fiscal Year Begins: \_\_\_\_\_

Total Project Budget: \_\_\_\_\_ Total Organizational Budget: \_\_\_\_\_

Does your group have an organizational bank account? Yes \_\_\_ No \_\_\_

If yes, what Financial Institution & Branch?: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_ Title(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Best time for an interview to the best of your knowledge (days of the week & times): \_\_\_\_\_

**We certify that the information in this application is true and accurate to the best of our knowledge and is submitted with our Board of Directors'/Governing Body's full knowledge and endorsement:**

Name of Board President or Authorized Representative: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature of Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Lead Staff Member or 2<sup>nd</sup> Representative: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature of Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**Outline your proposal here. Describe your project’s history, purpose and objectives, and your specific request to the FUND FOR SANTA BARBARA.**

Please **DO NOT** exceed space provided in this box.

- 1. Keeping in mind THE FUND’s priorities as stated in the Guidelines, how is this project social change rather than traditional charity or direct service?**

2. Describe how the project is enhancing community capacity to build and mobilize power in addressing the root cause of your issue(s)? Tell us if and how you are working with other organizations and developing effective networks.

If you are working with community partners, how would you describe your relationship?  
(check all that apply)

Cooperating (i.e.: sharing information, referrals) names of organizations:

---

Coordination (i.e.: informal partnership or agreements) names of organizations:

---

Collaboratives (i.e.: formal partnerships, MOU, joint applications and or projects) names of organizations: \_\_\_\_\_

3. How are decisions made and priorities set for your group? How is your constituency involved in the decision-making process for your project?





- 5. How will your organization identify success or impact of this project within your proposed timeline? Who will benefit and how?**
  
- 6. How will your organization keep the project's benefits ongoing? For how long?**
  
  
- 7. Please identify the major fundraising strategies of your organization for this project and who is responsible for implementing them.**

**8. What resources, aside from funding, does your organization have access to? (i.e. volunteers, donated space / equipment, discounts, etc.)**

**9. What resources, aside from funding, does your organization need?**

**10. If full funding is not available, what is / are your organization's highest budget priorities (i.e. can't do without)?**

# Financial Information

*Income and Expense Summary for Proposed Project Only*

**Name of Project:** \_\_\_\_\_

**Budget Period** (month/year): From \_\_\_\_\_ to \_\_\_\_\_

| Income                        |           |   |
|-------------------------------|-----------|---|
| Source of Funds               | Amount    | Received, Pending or Denied? Month anticipated? |
| <i>Fund for Santa Barbara</i> | \$        | <i>Pending, June 2019</i>                       |
|                               |           |   |
|                               |           |   |
|                               |           |   |
|                               |           |   |
|                               |           |   |
|                               |           |   |
|                               |           |   |
| <b>*Total Income</b>          | <b>\$</b> |   |

*\*(Must match total expenses below)*

*Please note this is a cash only budget (i.e. do not include in-kind donations)*

| Expenses                |                      |  |                     |
|-------------------------|----------------------|--|---------------------|
| Expense Category / Item | Total Expense Amount | Amount Requested From The FUND FOR SANTA BARBARA | Notes / Explanation |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
|                         |                      |  |                     |
| <b>*Total Expenses</b>  | <b>\$</b>            | <b>** \$</b>                                     |                     |

*\*(Must match total income above)*

*\*\* (Not to Exceed \$10,000)*

*Please provide detailed notes for each expense category (e.g. if staff position: hrs x rate x length of time.)*

Past Funding Sources for this *project* (i.e. grants, events & other fundraising activities). Please include dates & amounts:

---



---



---

# [SAMPLE BUDGET ONLY]

(Please do not include this sheet in your final application)

## Financial Information

Income and Expense Summary for Proposed Project Only

**Budget Period** (month/year): From **June 2017** to **May 2018**

### Income

| Source of Funds                        | Amount          | Received, Pending or Denied? |
|--|-----------------|------------------------------|
| Fund for Santa Barbara                 | \$8,000         | Pending, January 2019        |
| McCune Foundation                      | \$13,000        | Received, June 2018          |
| Santa Barbara Foundation Express Grant | \$5,000         | Pending, March 2019          |
| Special Events                         | \$3,200         | Projected, based on 2016     |
| Member Fees / Individual Donations     | \$2,000         | Received \$1,300, 2017       |
| <b>*Total Income</b>                   | <b>\$31,200</b> |                              |

*\*(Must match total expenses below)*

*Please note this is a cash only budget (i.e. do not include in-kind donations)*

### Expenses

| Expense Category / Item                             | Total Expense Amount | Amount Requested From The FUND FOR SANTA BARBARA | Notes / Explanation  |
|---|----------------------|--|--|
| Program Coordinator – half-time                     | \$27,500             | \$6,875  | \$15/hr @ 30 hrs/ wk for 12 months for coordinator salary & benefits |
| Travel - mileage                                    | \$1,200              | \$500  | Partial cost of coordinator transportation                           |
| Educational pamphlet                                | \$2,000              | \$625  | Partial cost of design and printing                                  |
| Meeting & office supplies (new printer & computers) | \$500                | -0-  |  |
| <b>*Total Expenses</b>                              | <b>\$31,200</b>      | <b>** \$8,000</b>                                |  |

*\*(Must match total income above)*

*\*\* (Not to Exceed \$10,000)*

*Please provide detailed notes for each expense category (e.g. if staff position: hrs x rate x length of time.)*

**Past Funding Sources for this project (i.e. grants, events & other fundraising activities).**

**Please include dates & amounts:** In 2016, our Community Carnival (September 5<sup>th</sup>) raised \$3,200 and member fees raised \$1,800 and the Gutard Foundation awarded \$8,000