

LAGUNA BEACH COMMUNITY FOUNDATION

2011 GRANT GUIDELINES

Grant Period Opens June 1, 2011 and Closes September 23, 2011

******An information session for organizations interested in applying for a LBCF grant will be held June 7, 2011 from 3:30 to 4:30 p.m. at the Susi Q Senior Center. This meeting is not mandatory to submit a grant application. Reservations are not required.**

The mission of the Laguna Beach Community Foundation is to encourage philanthropy in Laguna Beach. The goal of the LBCF Grant Program is to help charities fulfill their mission.

Eligibility:

The following criteria will be reviewed for grant consideration: Grant seekers must:

- Be previously designated as a qualifying non-profit, tax-exempt organization in good standing as defined under Sections 501(c)(3) of the Internal Revenue Code. All applicants must send a copy of their IRS designation letter with each grant request.
- Provide services or programs within the Laguna Beach area.
- Show program/project capability, sound fiscal policies, responsible management, evidence of long-range planning, and, where appropriate, an effective use of volunteers.
- Have an active board of directors/trustees.
- Be able to describe how the charity will evaluate the results of the proposed grant request.
- Allow the LBCF to illustrate the value of their grant program using information about and photos of their grantees.

LBCF will consider Grant support for (in no order of importance):

- *Core operations*: funds to support the general operations of an organization.
- *Capacity building*: funds that enhance an organization's ability to meet its mission, goals, strategic plan, or help to increase its scale and ability to meet community needs. Examples could include: training, technical assistance, technology upgrades and strategic assessment.
- *Capital projects and equipment*: funds for one-time expense, such as purchase, renovation or construction of facilities.
- *Programs/Projects*: new or continuing programs or projects.
- *Training*: staff, board or community education and skill training.
- *Organizations with religious affiliation*: will **only** be considered if the project for which they seek support addresses the needs of the wider Laguna Beach community without regard to religious beliefs.
- *Funding to organizations with offices located outside of Laguna Beach*: will **only** be considered if grant requests for services or programs provide benefits within the Laguna Beach area.

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LBCF does not provide Grant support for:

- Annual fund drives
- Endowments
- Labor organizations, fraternal organizations, athletic clubs or social clubs, including 501(c)(6) and (c)(7) organizations
- Political parties, candidates or partisan political organizations, including political grassroots activities
- Underwriting or sponsoring special events (for example, dinners, tournaments, benefits, etc.)
- The applicant organization's grant or scholarship program.
- More than one application from a single one 501(c)(3).

Process:

The Grant process will involve:

- Completed grant request application package online submission
- LBCF Grants Committee research, review and recommendations to LBCF Board
- LBCF Board approval of grant recipients selection
- LBCF distribution of funds made at an awards ceremony
- A contract signed by the grant recipients and the LBCF
- LBCF analysis of grant effectiveness after follow-up with each organization.

Funding Range:

The LBCF will fund the 2011 grants up to \$10,000 per organization. Organizations must demonstrate the use of the grant award within one year of receiving the grant.

How to Submit an Application: Grant proposals MUST be submitted electronically as ONE COMPLETE DOCUMENT. Click on the Grant Application button to start the application process. The online application may be started and saved as it is being added to. Submissions may not be made in two or more parts.

The Grant Application will be posted on June 1, 2011 on our website www.lagunabeaccf.org

Laguna Beach Community Foundation Grants Program PO Box 1628, Laguna Beach, CA 92652
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