



SENIOR PROGRAMS OF SANTA BARBARA FUND

Program Grants

The Senior Programs of Santa Barbara Committee Advised Fund Program Grants are available to support programs and projects directed to the welfare of senior citizens in the cities of Santa Barbara, Goleta and Carpinteria. Grants cannot be used for overhead, salaries capital or building funds. Grant range: \$2,000 to \$15,000. Collaborative applications are acceptable.

Grant program questions: Mary Robles, Senior Programs committee member, (805) 965-6373

Technical assistance: Jessica Sanchez, Santa Barbara Foundation staff, (805) 963-1873

APPLICATION INSTRUCTIONS

Please submit your application via email to seniorprograms@sbfoundation.org using one of the following formats:

- 1. Preferred email format:** Send via email as a single, scanned document that includes all parts of the application in the order requested and signed as requested. *Please do not scan the individual pages of a document as separate files.*
- 2. Other email formats:** Save your application and other documents in standard Word or Excel format(s) and send via email. We ask that you attach all parts of the application in one email message rather than multiple emails. To comply with audit requirements for signatures, if you email unsigned files, you must also MAIL the signed Grant Application Form.

GRANT APPLICATION CHECKLIST

Submit **one copy** of the following Grant Application packet documents in this order:

- A completed and signed Grant Application Form – with signature of Authorized Representative (generally the organization’s executive staff member)
- A completed Project Budget Form (last page of this application)
- A copy of your most recent audited financial statement
- A list of the current Board of Directors or a list of the organization’s leadership (Board Roster)
- A 501(c)(3) organization that agrees to serve as a fiscal sponsor on a grant request must provide additional forms as part of the grant application:
 - A copy of the letter of agreement entered into with the sponsored organization is required.



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Senior Programs Program Grant Application

Name of Organization _____

Organization's mission statement:

Mailing address: _____

Grant contact: _____ Contact's title: _____

Phone: _____ Contact's email: _____

Executive director: _____ Email: _____

Registered 501(c)(3) tax ID number (EIN): _____ Year established: _____

Proposal Information

Which of the following geographic areas best describes the community your funding request will primarily serve?

Please check all that apply. (Funds are to be used in South County only.)

- Carpinteria Santa Barbara Goleta

Project description (in one sentence):

Amount requested: _____

Is this a new project? Yes No

Total project budget: _____

Expected project duration: _____

Total budget of your organization: _____

Date of project start-up (mm/dd/yyyy): _____

Nondiscrimination statement of compliance:

The Senior Programs of Santa Barbara Committee Advised Fund supports organizations that do not discriminate in their delivery of programs and services on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law. The Senior Programs of Santa Barbara Committee Advised Fund projects of faith-based organizations, but those projects must be secular in nature and open to individuals of all faiths and/or those of no religious affiliation. Any funding request that would support an organization whose own policies run counter to the foundation's nondiscrimination policy may be denied even if the project and the requesting organization meet all of the other criteria for funding.

- Yes, our agency is in compliance.
 No, our agency does not act in accordance with the above policy and we have included a statement of explanation (maximum one page).

Proposal authorization:

- I certify that the Executive Director or CEO has read and approved this proposal.
 I authorize the Senior Programs of Santa Barbara Committee Advised Fund to share this proposal information with other funder

PROPOSAL NARRATIVE

The following questions are intended to give you an opportunity to describe your work and the objectives you are trying to achieve. Please read all of the questions thoroughly before answering.

1. Your organization’s mission statement: (up to 275 words)

2. Please describe the proposed project/program and how this work will further your organization’s mission. (up to 300 words)

3. What do you see as the outcome of the proposed project/program? (up to 275 words)

Empty text box for response to question 3.

4. How will you measure the outcome? (up to 275 words)

Empty text box for response to question 4.

5. How do you plan to implement the grant? List principal steps and a timeline to complete the program (i.e. hire consultant, conduct publicity campaigns, recruit participants, hold workshops, carryout trainings, purchase equipment, etc.) (up to 275 words)

6. What, if any, similar activities are provided for seniors in the Santa Barbara area? How is the proposed program/project different from their services? (up to 275 words)

7. Do you plan to collaborate with other agencies/partners on this work? If so, which part of the work will be accomplished by your organization and which part will be done by the other agencies/partners? (Please add a letter of support from collaborating agency or partner) (up to 275 words)

ORGANIZATION AGREEMENT and SIGNATURE

- I have read the proposed Organizational Development grant application.
- Our Board of Directors is committed to implementing the organizational changes it represents.
- The organization hereby agrees that funds, if granted, will be used only for the purpose described above unless written approval from the grantmaker is received.

Signature of authorized representative: _____

Name and title: _____

Date application submitted: _____

PROJECT BUDGET FORM

Project budget:

Budget item	Total Cost	Grant Request	Source of Other Funds
Total	\$	\$	

If you will be using consulting services, attach a letter from the consultant outlining the services and their costs.

