

2010 Grant Application Guidelines

MCA will provide up to but not exceeding \$5,000.

MCA funds nonprofit organizations that provide youth-oriented programs that pro-actively address the needs of **middle and high school age youth (approx. age 11-18)**, who are at risk or potentially at risk. MCA prefers to fund small-budgeted grassroots Marin-based organizations that serve Marin's at-risk youth.

Please note:

1. MCA **does not fund** administrative costs, salaries, and/or independent contractor's fees.
2. Grantees may apply for a grant every year regardless of previous funding from MCA. The so-called "three-year rule" no longer is in effect.
3. MCA funds are prohibited from being used to serve youth under the middle and high school age groups.

Application must include:

- I. Cover Page (new for 2010 and available on website).
- II. The following information, listed in numerical order:
 1. Name of Organization
 2. Date of Incorporation
 3. The Organization's Mission Statement
 4. A brief one-paragraph description of the overall work of your organization
 5. An in-depth description of the specific project to be funded
 6. The name and title of the individual(s) overseeing the project
 7. The approximate number and age of youth to be served by this program
 8. Statement regarding whether the project is new or ongoing, and if so how long has it been operating.
- III. Required Attachments:
 1. Proof of Tax-Exempt Status /501(c) 3 letter or explanation of fiscal sponsorship
 2. The most recent Organizational Budget for this Fiscal Year
 3. A detailed Project Budget with breakdown of the costs of the project and any other funding received and/or anticipated future funding for the project including fees or revenues from program participants.
 4. Most recent audited financial statement.

All Grantees must submit a follow-up Progress Report to MCA by June 30 of the year the agency receives funding. The Progress Report may be submitted along with a new application. Please refer to the Progress Report form enclosed with your grant award. The form may also be downloaded from the MCA website.

Please send completed packets to:

MCA Grants Committee
Post Office Box 759
Ross, California 94957

Packets must be postmarked by **June 30, 2010 (no late applications will accept)**.
MCA does not accept electronic submissions.

Thank you for your interest in Marin Charitable Association.