



## 2022-23 Grant Application

### *Grant Application Process*

**Our Mission:** We believe that every child deserves the opportunity to have a happy and fulfilling childhood. Marin Charitable provides grants to organizations that offer critical support, education and enrichment for school-aged children in Marin County who have limited opportunities.

**Marin Charitable currently provides grants of up to, but not exceeding, \$5,000.**

Marin Charitable provides funds to nonprofit organizations with youth-oriented programs or projects pro-actively addressing the needs of middle and high school aged youth (approximate age 11-18), who have limited opportunities and reside in Marin County. Marin Charitable has historically emphasized funding small-budgeted grassroots programs.

**Grant applicants will be evaluated based on the following criteria:**

1. Relevance of program to Marin Charitable mission.
2. Capability of applicant to facilitate program.
3. Direct Impact: ability of applicant to ensure children with limited opportunities are receiving grant funds.

**Timelines:**

July 15th (postmarked or emailed by)	Grant Application Deadline
September – November	In-person grant applicant interviews conducted
January (early)	Grant decisions announced via email
January (end)	Grants awarded at Grant Ceremony

**Requirements of grantees upon grant award acceptance:**

1. Acknowledge Marin Charitable by name and logo on all marketing and outreach for program for which funds are given.
2. Attendance at grant award ceremony - typically in late January.
3. Spend all funds by December 31, 2023, or contact Marin Charitable at [grants@marincharitable.org](mailto:grants@marincharitable.org) to discuss plan for use of funds.
4. Funds are prohibited from being used other than for middle and high school aged youth (approx. age 11-18) who reside in Marin County.
5. Funds cannot be used toward administrative costs, salaries or consultant fees. Must be used for direct program support, such as instructors (on contract), food, transportation, clothing, program materials.



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### *Application Guidelines and Instructions*

**Send complete application packets to:**

**Marin Charitable  
ATTN: Grants  
336 Bon Air Center, Suite 465  
Greenbrae, CA 94904  
*or*  
Email to: [Grants@Marincharitable.org](mailto:Grants@Marincharitable.org)**

**Must include the following and be received complete postmarked no later than July 15th:**

- I. Cover Sheet
- II. Completed Application
- 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. The most recent audited financial statement.
  4. A detailed Program budget with breakdown of income and expenses, including other funding received or pending for this program, and specifically how Marin Charitable funds will be used if granted.
- IV. A Progress Report if a grant was received in the previous year.

**Questions can be sent to: [grants@marincharitable.org](mailto:grants@marincharitable.org)**



## 2022-23 Grant Application

***Marin Charitable accepts grant applications from April 15 through July 15 for grants to be awarded in February of the following calendar year – Grants selected for funding during the 2022-23 application cycle will be awarded in February of 2023.***

### ***I. Cover Sheet***

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

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

Organization website: \_\_\_\_\_

Executive Director: \_\_\_\_\_ Phone: \_\_\_\_\_

Executive Director Email: \_\_\_\_\_

The best contact information of the individual(s) overseeing the grant/project:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Brief description of the project for which grant funds would be used (2-3 sentences please):

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

Number of youth served by proposed grant: \_\_\_\_\_ Total number served by overall project: \_\_\_\_\_

Approximate ages of youth served by proposed grant: \_\_\_\_\_

Proposed Project Budget: \_\_\_\_\_

Organization Budget for current fiscal year: \_\_\_\_\_

Requested Amount (not to exceed \$5,000): \_\_\_\_\_

Percentage of Program Budget provided by this grant (based on request amount): \_\_\_\_\_

Percentage of agency budget provided by this grant (based on request amount): \_\_\_\_\_



## 2022-23 Grant Application

### *II. 2022 Grant Application for Grants Awarded in February 2023*

1. Name of Organization: \_\_\_\_\_

2. Date of incorporation: \_\_\_\_\_

3. The organization's mission statement: \_\_\_\_\_

4. A brief description of the overall work of your organization:

\_\_\_\_\_

5. An in-depth description of the specific program to be funded. List activities, how program will be managed, how often/how long, where, how many youth served at a time, etc:

\_\_\_\_\_

\_\_\_\_\_

6. Is this program new or ongoing? If ongoing, how long has it been operating?

\_\_\_\_\_

7. Please attach a detailed budget of the specific program to be funded. (Marin Charitable funds may not be used toward administrative costs, salaries, or consultant fees.) Attached?: YES or NO

8. What measurable impact will be achieved by this grant?

\_\_\_\_\_

9. How will impact be measured? \_\_\_\_\_

\_\_\_\_\_



## 2022-23 Grant Application

### *III. Required Attachments*

***Any application received after the deadline or incomplete will NOT be considered for the 2022-23 granting season***

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. The most recent audited financial statement.
4. A detailed Program budget with breakdown of income and expenses, including other funding received or pending for this program, and specifically how Marin Charitable funds will be used if granted.
5. A Progress Report if a grant was received within the past year.

***Requirements of grantees upon grant award acceptance, please sign below that you have read and understand these requirements.***

1. Acknowledge Marin Charitable by name and logo on all marketing and outreach for program for which funds are given.
2. Attendance at grant award ceremony - typically in late January.
3. Spend all funds by December 31, 2023, or contact Marin Charitable at [grants@marincharitable.org](mailto:grants@marincharitable.org) to discuss plan for use of funds.
4. Funds are prohibited from being used other than for middle and high school aged youth (approx. age 11-18) who reside in Marin County.
5. Funds cannot be used toward administrative costs, salaries or consultant fees. Must be used for direct program support, such as instructors (on contract), food, transportation, clothing, and program materials.

I have read and agree to all the above conditions of funding from Marin Charitable, and all components of our request adhere to your funding criteria.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Board President: \_\_\_\_\_ Date: \_\_\_\_\_



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### *IV. Progress Report (Required if a grant was received within the previous year)*

Grant Amount Awarded: \$ \_\_\_\_\_ Program Name: \_\_\_\_\_

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

Purpose of Grant: \_\_\_\_\_

Number of children served by this grant: \_\_\_\_\_

Age range of children served by this grant: \_\_\_\_\_

Percentage of children served meeting the low-income guidelines (according to Federal Poverty Level guidelines): \_\_\_\_\_%

Please briefly describe how your children are directly benefiting from this grant and explain how your program is progressing. You may submit one additional page attached if necessary.

What measurable impact was achieved by this grant?

How was impact measured?

Were project outcomes achieved? \_\_\_\_\_ If not, what changes will be made? \_\_\_\_\_

Submit via email to: [grants@marincharitable.org](mailto:grants@marincharitable.org) - OR - Print out & submit via mail to:  
Marin Charitable, ATTN: Grants, 336 Bon Air Center, #465, Greenbrae, CA 94904