

Cooperative Community Fund

Grant Guidelines & Application

2023 Program Year



GUIDELINES and GENERAL INFORMATION

1. Cooperative Community Fund Mission Statement

The Cooperative Community Fund is a permanent endowment established and directed by members of the North Coast Cooperative, which awards grants to support projects and the work of community organizations in Humboldt County. Through collaborative grant making the Fund seeks to strengthen the community by emphasizing projects and activities that promote democratic cooperative principles, community development and food security.

2. Cooperative Community Fund (CCF) grant requirements:

- Grant Proposals should be submitted by 1. A nonprofit organization with tax exempt status under Section 501(c)3 of the Internal Revenue Code, 2. A public benefit organization (public schools, government agencies, federally recognized tribal governments), or 3. A community group with a qualified fiscal sponsor who meets 1 or 2 above.
- Organization does not discriminate on the basis of race, color, creed, national origin, religion, sex, age, sexual orientation, marital status, disability, or status in any other protected group.
- Are nonpartisan and do not advocate a particular religion.
- Organization is not a 2023 Seeds for Change Round Up recipient.

3. Grants will range from \$500-\$3,000 with exceptions for noteworthy need.

4. All projects must address at least one of the following program areas:

- **Sustainability** – recycling, alternative transportation, etc.
- **Community Development** – healthcare, social services, diversity, equity & inclusion, etc.
- **Food Security & Education** – sustainable agriculture, local food economy, food nutrition and education, etc.
- **Cooperatives** – co-op organizations, co-op development, co-op education, etc.

5. Grant funds cannot be used for fundraising/fundraisers. Grants must be for a specific project.

6. Applications are due March 24, 2023.

7. Applicants will be notified in May/June 2023 and checks will be distributed soon after.

8. Grants are expected to be used for their stated purpose within one year of distribution.

9. Grant recipients will provide a brief final report of their project within one year of distribution.

Digital applications must be downloaded to your computer or device prior to being filled in, and then saved once completed.

APPLICANT INFORMATION

Organization Name:

Contact Name:

Contact Phone:

Contact Email:

Organization Mailing Address:

(If Applicable)

Fiscal Sponsor Organization Name:

Fiscal Sponsor Mailing Address:

Mission Statement:

PROJECT OVERVIEW

Project Title:

Amount Requested from CCF (\$500-\$3,000):

Total Cost of Project:

Brief Project Description: (650 characters)

How does your proposal relate to at least one of the four CCF program areas? (725 characters)

What date is the funding needed by?

What will funds be used for? (550 characters)

Why this project now? (750 characters)

PROJECT RESULTS

How will you measure the success of your project? (625 characters)

How will you recognize the North Coast Co-op and CCF if you receive a grant? (325 characters)

Please Attach: Do not submit attachments or other materials beyond what is requested.

- Certifying letter of non-profit status or that of your fiscal sponsor.
- Letter of support from fiscal sponsor specifying support of this grant application. (If applicable)
- Project Budget: Use the attached budget template.

All applications must be received by March 24, 2023

Postmark dates do not count as receipt dates for this process.

Late and incomplete applications will not be considered.

To submit:

- Email to ccf@northcoast.coop
- Mail to Cooperative Community Fund, Attn: Emily Walter, PO Box 750, Arcata, CA 95521
- Drop off at a Customer Service Desk in a sealed envelope, Attn: Emily Walter

Questions may be addressed to Emily Walter at 707-822-5947 ext. 236 or ccf@northcoast.coop.

Budget Template

Please summarize your budget costs (i.e. materials/supplies, personnel, indirect costs).
Include a line for fiscal sponsorship costs if applicable (administrative cost the fiscal sponsor charges). Including budget notes below is highly recommended.



Expense Description	Requested from CCF	Other Funding Sources		Total Expense
		Amount	Source (donation, grant, etc.)	
<i>i.e. Garden Tools</i>	\$350	\$150	<i>Fundraising</i>	\$500
TOTALS				

Budget Notes: