

## **Application Guidelines for Merced Foundation Grant (Version 1)**

Deadline submission for 2021 | July 21, 2021

### **1. Proposal letter**

Includes scope of project. This should address what are the attributes of the organization, are there any limitations, a timeline for the project as well as what will the projected outcome be for the community.

In addition, what business processes are in place to make sure the project can be completed in an efficient and effective manner. Examples include service models, what input or output channels are in place for the target demographic to receive help, staffing and implementation, service delivery, review of processes and ability to implement change when needed.

The scope of project should be in as much detail as possible to give an accurate depiction of the project deliverables and the proposed outcomes with the awarded funds. This should be between one and three pages.

### **2. Current IRS form 990**

### **3. Financial audit of current and previous year**

### **3. Key stakeholders for the project**

If the grant is awarded, who will the project or award benefit. Has this target group been identified as high growth, what are the emerging needs. Will there be other organizations that are also assisting with the project, or ways to add growth later. Will there be any mechanism for Matching of Merced funds by other nonprofits or personal donations? Highly advisable.

### **4. Budget of the project**

Include a breakdown of expenditures and include as much detail as possible.

### **5. Board members**

Include a list of current board members of the organization.

## **6. Project manager/s - include qualifications and previous experience with cause**

Who will be overseeing the project or award, contact info, qualifications and previous experience with organization as well as any other project that would assist with the award.

## **7. Impact the project will have in the community, qualitative and quantitative measures**

Examples on measuring the project can include: What is the timeframe for assistance, will it be an ongoing change in the community or limited to a certain time. What measures will be in place to assess ongoing management of the project?

Will this project create a bridge or possibilities for further actions in the future? Do you have any past performance measures that can project future performance? How many people will this assist directly and indirectly?

## **8. Site visit and any additional criteria requested**

As mention on our selection criteria there will need to be a site visit scheduled and completed before the submission deadline July 21, 2021.

If any other documentation is required we will be in contact with you project manager.