



2023 Inland Empire Youth Grantmakers Grant Guidelines and Instructions Deadline: May 1st, 2023

Mission of the Inland Empire Community Foundation

The Inland Empire Community Foundation's mission is "Where giving grows."

The Foundation does this by raising, stewarding, and distributing charitable assets by providing grants to nonprofit organizations, and working toward a shared vision of a vibrant, generous and just region — with unlimited opportunities. The Foundation focuses on building its endowment to ensure that The Inland Empire Community Foundation is *where giving grows*.

The Inland Empire Community Foundation maintains the rigorous national standards for excellence for community foundations and is a member of the National Council on Foundations and the League of California Community Foundations.

Background: Youth Philanthropy

The Inland Empire Community Foundation established the Youth Grantmakers Program in 2008 to encourage philanthropy among youth. Youth Grantmakers address issues important to them by being rigorously trained in grantmaking. Students ages 15 to 18 apply to the Youth Grantmakers through their high school administrative or counseling offices. Through a rigorous 10-month, hands-on curriculum, YG students build leadership skills, participate in community service activities, conduct a needs assessment of issues relevant to youth, make site visits to nonprofit organizations, review and analyze grant proposals, and make grant recommendations based on local needs.

The Youth Grantmakers Fund

In the past, the Youth Grantmakers Fund provided financial support for projects, programs and/or activities that served youth in such areas as Health and Human Services, Arts and Culture, and Education. In September of 2022, as a collective grantmaking group representing Riverside, San Bernardino and Coachella, we decided we wanted to shift the program focus to a singular effort. The Inland Empire Youth Grantmakers have made Education Equity their focus area of support for the region.

Education Equity

Education equity ensures each student receives what they need to achieve their full academic potential. It recognizes and addresses systemic inequalities that students face and aims to level the playing field by providing support and resources to students of diverse backgrounds. Education equity ultimately strives to eliminate the achievement gap between groups of students by focusing on justice in education.

Eligibility

- Nonprofit, public benefit corporations with evidence of tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and not classified as a private foundation. Educational institutions are eligible to apply.
- Nonprofit agencies that serve youth residing in **Riverside, San Bernardino, Coachella Valley**.
- Agencies that operate so that they do not discriminate in the hiring of staff or in providing services on the basis of race, religion, gender, sexual orientation, age, national origin or disability.
- Agencies that have received Youth Grantmaker funds consecutively for the past two years (2018 and 2019) are not eligible to apply.

Education Equity Grantmaking Objectives

- Support nonprofits/programs that are working to advance education equity.
-

- Support nonprofits/programs providing quality, essential services in the areas of education as well as those involved in civic engagement, community organizing, and advocacy.
- Support nonprofits/programs that respect and support students of diverse backgrounds with the aim of helping them achieve their educational goals.

Program Interest Areas

Accepted grant proposals will address issues regarding education equity. Program interest areas may include areas of academic preparation, support, and resources, as well as advocacy for equity in education.

Funding Priorities

The Youth Grantmakers Fund is a responsive grant making opportunity designed to empower the Youth Grantmaker members to review, score and recommend grant proposals that provide meaningful impact in the community. Proposal submissions that include youth advocacy, mentoring, tutoring, and other educational services are encouraged.

Grant Award

Applicants may request amounts in the following range: \$1,000 to \$2,500. **The maximum grant award is \$2,500.**

Grant Period

The grant period is up to one year. Projects, Programs and/or Activities may start as early as June 1, 2023 and must end no later than May 31, 2024.

Application Review

Grants are awarded on a competitive basis. Applications will be screened for eligibility and completeness by the Inland Empire Community Foundation (IECF) staff. The Youth Grantmakers will evaluate each application and will submit grant recommendations to the Inland Empire Community Foundation staff for final approval by the foundation’s Board of Directors.

Notification of Results

All applicants will be notified of the results in writing by May 1, 2023.

How to Apply

1. Please read the eligibility requirements carefully.
2. Complete all forms and answer all questions.
3. **Submit the Application Packet**

A) **Submit one (1) ORIGINAL (WITH ORIGINAL SIGNATURES) of the following:**

- Completed Grant Application Form (Cover sheet, Narrative (two pages maximum), and Budget Page-four pages total).
- A list of your Board members and their affiliations.
- Your current operating budget (Fiscal year or calendar year)
- A copy of your current 501(c) (3) determination letter from the IRS.

B) **Mail or Email the Application Packet to:**

Denisha Shackelford
Program Manager
Inland Empire Community Foundation
3700 Sixth Street, Suite 200
Riverside, CA 92501
Or dshackelford@iegives.org

C) **Applications must be received in the Inland Empire Community Foundation office by 5:00 p.m. on May 1st, 2023.** Postmarks, late applications, incomplete copies will NOT be accepted.

D) For questions, email dshackelford@iegives.org



**2023 Youth Grantmakers Fund
Grant Application
Application Due: May 1st, 2023**

Internal Use Only:
Grant :

**Please Check Program Service Area
Riverside San Bernardino Coachella**

Organization / Agency Information

<i>Organization/Agency Name:</i>		
<i>Physical Address:</i>		<i>City/State/Zip</i>
<i>Mailing Address:</i>		<i>City/State/Zip</i>
<i>CEO or Director:</i>		<i>Title:</i>
<i>Phone:</i>	<i>Fax:</i>	<i>Email:</i>
<i>Contact Person:</i>		<i>Title:</i>
<i>Phone:</i>		<i>Email:</i>
<i>Web Site Address:</i>		<i>Federal Tax ID:</i>

Project Information

<i>Project Name:</i>		
<i>Number of Youth Participants:</i>	<i>Project Start Date:</i>	<i>Project End Date:</i>
<i>Amount of Grant Requested:</i>	<i>Total Organization Budget:</i>	<i>Percentage of Organization's Total Budget used for Administration:</i>
<i>Purpose of Grant Request (one sentence):</i>		

Signatures

<i>CEO / Director: (please print)</i>	<i>Title:</i>
<i>Signature:</i>	<i>Date:</i>
<i>Youth Grantwriter (if applicable): (please print)</i>	

Signature:

Date:

2023 YOUTH GRANTMAKERS FUND APPLICATION

Deadline: May 1st, 2023

Please provide the following information by answering **all questions in I and II in no more than TWO (2) typed pages**. Please be thorough, clear, specific, and concise.

NARRATIVE

I. Organization/Agency Background:

- A. What is the history, mission and purpose of your organization? How long has the organization been providing programs and services to the community?
- B. What are some of your current programs and activities? (Include populations and geographic locations served.)

II. Project Information:

- A. Describe your project/activity and what results you want to achieve:
 - What you want to do?
 - Why you want to do it?
 - What you intend to accomplish?
 - Who will be involved in the project? (i.e., staff, students, community members, volunteers etc.)
- B. Who will benefit from the project? How and in what way(s) will the project benefit the community? Provide an estimated number of beneficiaries, youth and adults.
- C. What is the timetable for implementing the project? Provide a detailed list of activities and/or schedule of events.
- D. How have youth been involved in the project, program, and/or activity planning/development? How will youth be involved in implementing the project?

III. Project/Activity BUDGET:

- A. Please provide a detailed line-item budget for your project by completing the table below. Include all sources of funding for the proposed project. **Total request from IECF must not exceed \$2,500.**

Line Item	Line Item Explanation (Cost breakdown) Ex.: 100 books @ \$5 each = \$500	Support From Your Agency	Requested Amount From IECF
TOTAL			

IV. Ancillary Documents

- A. Please check the boxes below indicating the submission of the ancillary documents that are included with your completed application:
 - A list of Board Members with their affiliations.
-

- Your current operating budget.
- A copy of your current 501(c)(3) letter from the IRS.