



Sacramento County Bar Foundation

GRANT APPLICATION 2019

BACKGROUND AND PURPOSE

The Sacramento County Bar Foundation ("SCBF") was established in 1986 as the 501c(3) charitable arm of the Sacramento County Bar Association. The Foundation has a long history of providing grants to organizations in the Sacramento region that improve the administration of justice, enhance public confidence in the legal profession, cultivate understanding of and respect for the rule of law, and support law-related public services. The SCBF Board of Directors awards these grants annually to organizations that provide these services and meet criteria established by SCBF's Board of Directors.

The SCBF's grant program is funded by donations from individuals and local businesses (primarily law firms), as well as by income SCBF realizes from special events and fundraisers. The SCBF has operated its grant program since the organization's inception.

Although on occasion the SCBF will provide all of the funding necessary for a particular program, in the majority of cases only a portion of the projected budget may be underwritten, usually on the express condition that the balance of the funds will be raised from other sources. These grants of "seed money," however, often provide crucial assistance, not only in the form of the money itself, but in the form of building confidence of other funding sources that wish to contribute to such programs.

Due to budget constraints, the SCBF can only support a few of the worthy projects for which applications are submitted. Lack of approval should not be considered a reflection upon the merits of a project, and applicants are encouraged to reapply in the future.

DEADLINES

Applications this year are due Friday, June 21, 2019. Applicants will be informed of the outcome of applications within 60 days. Applications received after the due date may be resubmitted for consideration for next year. Applications will be evaluated by SCBF's Board of Directors. Applicants will be notified by letter of the disposition of their applications. Early applications are encouraged.

APPLICATION INSTRUCTIONS

Applications may be submitted by e-mail to stephen.duvernay@gmail.com or through SCBF's website at: <http://www.foundation.sacbar.org>. Alternatively, applicants may submit hard copies of their application by mailing the original application and two copies should be mailed or personally delivered in an envelope addressed to:

Personal communication with individual members of the Board of Directors regarding the status of a specific application is not encouraged. Such inquiries should be directed to SCBF by e-mail at stephen.duvernay@gmail.com or to SCBF board member Steve Duvernay at 916-447-4900.

Successful grant applications will be required, as a condition of funding, to complete two separate SCBF "Follow-up Reports." The first must be submitted within 60 days of receiving the grant, and the second must be submitted 180 days after receiving the grant. The reports shall detail the expenditure of the funds, the receipt and expenditure of any matching funds, and an evaluation of the project's achievements. More information concerning these reports will be given to organizations upon receipt of funding.



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Each application must contain a cover page and provide the following information.

Application Deadline: Friday, June 21, 2019

1. Cover Page

Please include the following information on the cover page of your application:

Organization:

Name: _____

Address: _____

Phone: _____ E-mail: _____

Web Site: _____

Contact: _____

Person: _____

Name: _____

Address: _____

Phone: _____ E-mail: _____

Brief summary of project and its objectives: _____

Amount Requested from SCBF: _____

Budget for the Project: _____

Organization's total income and expenses: _____



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2. Organization/Background

Discuss your organization's general background, its purposes and objectives, past project accomplishments, and its connection to the Sacramento area, and Internal Revenue Service tax status.

3. Problem Statement

Name the problem your project plans to address, including the seriousness of the problem, the affected groups, and what would happen if the problem were left untreated.

4. Project Methods and Expectations/Outcomes

Describe the project activities and how they will address the problem. If the project is an annual or recurring project, describe the history of the project. Describe who and how many will be served by the project. Describe the outcomes, ideally of a measurable nature, that your organization wishes to achieve with the project and grant funding.

5. Budget and Funding Sources

Submit the project's budget for the previous twelve-month period (if available), and for the next twelve months. In addition, include the source and amount of other funding sources that have contributed, that plan to contribute, or that you have applied to for funds to cover these same periods.

6. Deadlines

Describe any relevant deadlines by which the program would require a decision on the grant and receipt of funds.

7. Certification

Each application must contain the following certification:

I hereby affirm under penalty of perjury that all the information contained in this application is to the best of my knowledge true.

Signature: _____

Print Name: _____

Relationship to Organization: _____

Sacramento County Bar Foundation
425 University Ave., Suite 120, Sacramento, CA 95825 Phone: (916) 564-8780 • Fax: (916) 564-3787

SCBF's website at: <http://www.foundation.sacbar.org>

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