



MARY PINOLA &
CRESCENTA VALLEY CHAMBER
EDUCATION FUND

Board of Advisors

Members

Warren Boehm*, Rick Dinger
Jo Loomis*, Jean Maluccio*
Roberta Parker*, Mary Pinola*
Julia Rabago, Teri Rice*
Renee Riendeau, Patty Steur *
Gene "Chip" Stone*
Eleanor Wacker* & Chris Waldheim

The Education Fund is invested with and is administered in accordance with the policies of the Community Foundation of the Verdugos, Edna Karinski, Chief Executive Officer.

*Indicates a member who served on the Founding Board of Advisors and has continued to serve since the Fund's inception in 1990.

Mission & Vision

To enrich the lives of Crescenta Valley residents by supporting creative, innovative and exceptional education programs and leadership.

We support programs in public and private schools, libraries, hospitals, day care centers and organizations serving the Crescenta Valley. Applications are accepted once a year for grants awarded at the Crescenta Valley Chamber of Commerce Installation Luncheon in early January.

We are committed to collaboration and tend to favor grant requests that are matched or provide an opportunity to maximize funds.

Eligibility

Eligible organizations are those that are tax-exempt under Section 501(c)(3) of the Internal Revenue Code, known as non-profit public charities and not a private foundation under 509 (a) of the code, or organizations that are 501(c) 6.

Types of Grants Supported

- Books and Teaching Tools
- Classroom Materials
- Community Enrichment Projects
- Equipment Purchase, Replacement & Modernization
- Fundraising Events or Capital Campaigns
- Improvement to Facilities including Athletic Facilities
- Musical Instruments
- Parent Education Programs
- Printed Material
- Sports Equipment
- Technology Upgrades, Computer Hardware and Software Programs
- Youth Leadership

Types of Grants Not Supported

- Advertising
- Endowment Funds
- Faith-based Projects
- Feasibility Studies or Consulting Fees
- Fiscal Agents
- Individuals and Individual Scholarships
- Insurance or Maintenance Contracts
- Political Lobbying, Voter Registration or Political Campaigns
- Research
- Salaries
- Transportation Expenses
- Uniforms or Clothing

Geographic Location

Must be in or benefit the Crescenta Valley which includes La Canada, La Crescenta, parts of Glendale, Montrose, and Tujunga. "Parent organizations" located outside the Crescenta Valley but delivering educational programs in the Crescenta Valley are eligible.

Application Guidelines

- Grant applications are available on the Community Foundation of the Verdugos (CFV) website www.cfverdugos.org.
- Applications will be accepted from September 1 through 5 p.m. on Friday, October 2, 2015 via email only. Email applications as a PDF to info@cfverdugos.org. No mailed, faxed, handwritten or late applications will be accepted.
- An organization may apply for no more than two grants during a grant cycle.
- If your organization is selected to receive a grant, a follow-up report will be required 6 months after grant issuance. Please note that if you are awarded a grant, your organization has 12 months to utilize the funding. A grant must be completed before any additional grants will be considered.
- Each type of grant requires two letters of support. The letters may be written by volunteers associated with the organization, persons who have utilized the organization's services, members of the Board of Directors OR one who resides in Crescenta Valley and is familiar with the organization's services and this program/project.
- If you are requesting a grant of \$3,000 - \$5,000 for a Special Needs Grant OR for a Leadership Grant, a matching amount is required. The match must be acquired in the six months prior to or 12 months following receipt of a grant from the Education Fund. The funds acquired must be toward the project for which the grant was approved.

Questions?

Address questions to the CFV at 818.241.8040, or info@cfverdugos.org



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GRANT APPLICATION

Due October 2, 2015

Email applications as a PDF to info@cfverdugos.org.

Board of Advisors
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Check-Off Sheet

Choose one type of grant and complete

Check off the type of grant that your organization is seeking and the requirements for that grant. Applications **MUST** include this check-off sheet and one-page application completed in no smaller than size 11 font. Please note: an organization may apply for no more than two grants during a grant cycle.

<input type="checkbox"/>	Regular Grant
Apply for \$500 - \$2,999.	
<input type="checkbox"/>	Completed grant application and copy of the project budget.
<input type="checkbox"/>	Two letters of support.
<input type="checkbox"/>	If grant is for equipment, include one competitive bid.
<input type="checkbox"/>	Proof of 501(c)(3) designation.

<input type="checkbox"/>	Leadership Grant
Apply for \$3,000 to \$5,000 for an innovative educational project. It must be matched.	
<input type="checkbox"/>	Completed grant application and copy of the project budget.
<input type="checkbox"/>	Explanation of how the grant will be matched. Proof of match is required before grant will be funded.
<input type="checkbox"/>	Two letters of support.
<input type="checkbox"/>	If grant is for equipment, include one competitive bid.
<input type="checkbox"/>	Proof of 501(c)(3) designation.

<input type="checkbox"/>	Special Needs Grant
Apply for \$500 - \$5,000 to help establish or assist an educational program directed to children and/or adults with developmental or physical disabilities. Grant requests of \$3,000 or more must be matched.	
<input type="checkbox"/>	Completed grant application and copy of the project budget.
<input type="checkbox"/>	If applying for \$3,000 or more, grant must be matched. Proof of match is required before grant will be funded.
<input type="checkbox"/>	Two letters of support.
<input type="checkbox"/>	If grant is for equipment, include one competitive bid.
<input type="checkbox"/>	Proof of 501(c)(3) designation.

I certify that the information in this application is correct and our organization will sponsor a team for the 28th Smart-A-Thon on March 16, 2016.

_____	_____
Print Name	Signature
_____	_____
Title	Email

Date	



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Limit explanations to this one page, and please note that the availability of grant funds permits a favorable response to a limited number of requests. Lack of approval bears no reflection on the merit of the proposal or organization submitting the request.

Organization

Address

Contact Person

Title

Phone

Email

Amount Requested

Tax Identification Number

1 Purpose of Grant Request. Explain how the educational program will benefit the community. Indicate the number of Crescenta Valley residents who will be served by the program.

2 Explain if you have a way of matching funds or supporting this project/program with additional sources of funding. If you are applying for a Special Needs Grant of \$3,000 or more or if you are applying for a Leadership Grant, a match is required.

3 Explain how you will evaluate the program.

Suggestions for Sources of MATCHING FUNDS *

- Contact **service clubs** including Lions Club, Rotary Club, and the PTA that support your kind of project.
- Check with **members of your organization** and brainstorm ideas for fundraisers. Make everyone aware of funding opportunities. You may be surprised at how many generous people will step forward and provide leadership to support a worthy cause!
- Consider **sponsoring fundraisers** including car washes, bake sales, rummage sales, returning recyclables, plant sales, field trips and trips to see television shows filmed. Be as creative as you can!
- Contact a **local restaurant** that sponsors fundraisers. Many local establishments including Baja Fresh and Roundtable Pizza will give a portion of a night's sales to a charity.
- Look for a “**guardian angel**” who may be pleased to provide a donation.
- Check with **groups that share your passion** for an educational program. For example, you may want to contact the Crescenta Valley Sheriff's Support Group, the Friends of the Library, the La Crescenta Woman's Club or the Glendale Educational Foundation that may agree to match a grant.
- Check with **local businesses** that, knowing their donation will double in value, may be pleased to support an educational project. Some businesses with statewide or national services have formal procedures for requesting grants. Ask for grant applications.
- For more ideas, you might also **search the web** or visit these sites:
 - <http://www.fundraising-ideas.org> (Click on the Do-it-yourself Fundraisers)
 - <http://www.fundraiserhelp.com>

* These are suggestions only and do not guarantee donations.