



Community Grant Awards

The Pleasant Hill Community Foundation is pleased to announce its **Annual Community Grants Applications** as a result of its **Annual Fund Appeal** held last fall. All organizations applying for grants must be a public organization or meet IRS non-profit status with a current 501(c)(3) number. All awarded grants will enhance the quality of life for Pleasant Hill residents through cultural, educational and recreational activities. Beginning in 2016, funding for academic projects based at public schools will be referred elsewhere.

The Board of Directors of the Foundation has established criteria for funding. **Funding requests that will be considered include:**

- Special community projects;
- Community service projects;
- Conferences, symposia, workshops (regionally conducted);
- Publications, brochures, etc.;
- Small equipment purchases for community programs.

Grants will not be awarded for:

- Individuals, unless sponsored by an organization meeting the above qualifications;
- Endowments, capital expenditures, and annual fund appeals;
- Political organizations or political campaigns;
- Religious organizations for religious purposes;
- Organizations that discriminate based upon race, color, national or ethnic origin, religion or cultural practices, sexual orientation, or physical ability;
- Fundraising events and organizational celebrations;
- Existing obligations, deficits, or retroactive funding.

The Community Grants Allocations Committee will review all applications. The Committee will present all applications and recommendations to the Board of Directors of the Pleasant Hill Community Foundation. The Board makes all final selections. Individual grants will vary with most being up to \$1,000. Previous grant recipients are listed on our website.

If awarded a grant your organization will also be required to submit a final report on the use of the grant by March 1 of the following year. (If you received a prior Community Grant, your report must be received before we can accept a current Community Grant proposal.) If you have any questions, please contact the Grants Chair at info@phcommunityfoundation.org.

Local dollars for local needs.

Pleasant Hill Community Foundation

P.O. Box 23673

Pleasant Hill, CA 94523

Website: www.PHCommunityFoundation.org



Annual Pleasant Hill Community Foundation Community Grant Application Cover Sheet

Project Title: _____

Summary of Project (25 word limit): _____

Organization Name: _____

Organization Address: _____

Organization Telephone Number and E-mail: _____

Contact Person: _____

Contact Person Telephone Number and E-mail: _____

Amount of Grant Award Requested: _____

Total Project Budget: _____

Please complete this cover sheet. Attach a letter, no longer than two pages, that addresses the following:

- Describe your organization's mission and services provided. (What do you do?)
- Describe the population or community to be served by this project. (Demographics and characteristics.)
- Describe the anticipated goals of this project and the projected impact on the population or community. (What specific actions will you take, over what period of time, to cause what effect?)
- Attach a budget for this project including all expected sources of funding.
- Also attach a copy of your 501(c)(3) IRS non-profit status letter, unless a public organization.

E-mail to:

PHCF Grants Chair

info@phcommunityfoundation.org