**2023 Community Fund Application**

The CZI Community Fund supports nonprofit organizations that are helping create a more socially, economically, and racially just San Mateo County. The Community Fund is an annual grantmaking program that pairs grants with co-designed capacity-building programming so local organizations have access to the resources and tools they need to further their missions and work.

Now in its sixth grantmaking cycle, the Community Fund supports organizations that are increasing access to the building blocks of social and economic well-being, like housing, healthcare, education, job and career skills, and other social supports; and galvanizing community voice so people have the power to shape their lives and communities. Through their programs and services, Community Fund partners are increasing access to the building blocks of social and economic well-being for all, including low-income households, people of color, immigrants regardless of documentation status, people who identify as LGBTQIA+, and other communities impacted by systemic inequities.

**Organizations working in San Mateo County are eligible for the 2023 Community Fund.**

The 2023 CZI Community Fund request for applications (RFA) **opens on June 7, 2022, at 10 a.m. PT, and closes on June 30, 2022, at 5 p.m. PT.** Selected organizations will join the Community Fund grant partner cohort, receiving two-year general operations or project grants up to $200,000, and the opportunity to participate in a collaborative capacity building program to support leadership and organizational development.

**Eligibility Verification**

**Please answer the following questions to confirm your organization’s eligibility for a CZI Community Fund grant. If you answer “No” to any of the other questions you will not be able to move forward. By selecting “Yes”, you are confirming that the statement is true.**

Does your organization have substantial programming in San Mateo County?

* Yes
* No

School District: Are you applying on behalf of a local school district or an education foundation that supports a local school district?

* Yes
* No

Is your organization:

* Tax-exempt under section 501(c)(3) of the Internal Revenue Code; or
* Applying via a valid fiscal agent or sponsor that is tax-exempt under section 501(c)(3) of the Internal Revenue Code; or
* A local municipality or government agency?

Does your organization have all the necessary documentation to validate the information above?

* Yes
* No

Did you read, and do you fully understand, the eligibility requirements and decision-making criteria? Community Fund eligibility and evaluation criteria can be found on the website, [here](https://chanzuckerberg.com/rfa/2023-czi-community-fund/).

**Fiscal Sponsor Question**

Does your organization use a fiscal agent/is your organization fiscally sponsored by another institution?

* Yes
* No

**Fiscal Sponsor Information**

Fiscal Sponsor/Fiscal Agent Information

(Note: if you are awarded a grant, your fiscal sponsor will receive the funds)

* Fiscal Sponsor Name\*
* IRS Tax ID Number (EIN)\*
* Physical Address Line 1\*
* Physical Address Line 2
* Physical Address City\*
* Physical Address State\*
* Physical Address ZIP Code\*
* Physical Address Country\*
* Organization Website (if available)

Is the mailing address different from the physical address?

* Yes
* No

Primary Fiscal Sponsor Contact Information

(please enter the contact information of the person responsible for the sponsored project at the fiscal sponsor organization)

* Salutation
* First Name\*
* Last Name\*
* Title\*
* Phone\*
* Email Address (if applicable)

Sponsored Project Lead/CEO/ED

* Salutation
* First Name\*
* Last Name\*
* Title\*
* Phone\*
* Email Address (if applicable)

If you are awarded a grant, are you comfortable with your contact information being included in a directory along with other grant partners?

* Yes
* No

**Organization Information**

Organization Name\*

* IRS Tax ID Number (EIN)
* Physical Address Line 1\*
* Physical Address Line 2
* Physical Address City\*
* Physical Address State\*
* Physical Address ZIP Code\*
* Physical Address Country\*
* Mailing Address Line 1 (if different than physical address)
* Mailing Address Line 2
* Mailing Address City
* Mailing Address State
* Mailing Address ZIP Code
* Mailing Address Country
* Organization Website (if available)

Primary Contact

Please enter the contact information for the primary contact for your organization. This person will be connected with CZI and responsible for all communication related to the grant proposal and partnership.

* Salutation
* First Name\*
* Last Name\*
* Title\*
* Phone\*
* Email Address (if applicable)

Executive Director/President/CEO Contact

(The most senior staff member in your organization)

* Salutation
* First Name\*
* Last Name\*
* Title\*
* Phone\*
* Email Address (if applicable)

If you are awarded a grant, are you comfortable with your contact information being included in a directory along with other grantees?

* Yes
* No

**Application Form**

Please note that there are multiple reviewers for each application and your primary contact at CZI may not be reviewing the application. Please provide enough information for the reviewer to get an understanding of your work. Additionally, the reviewers will be looking to understand your organization’s understanding of and commitment to values related to diversity, equity, inclusion, and racial justice across all of your responses.

Additionally, you should be able to access your previous applications on the landing page after logging in. If you do not see the application, it is connected to a previous login your organization used. If you are not able to access your organization's application through the old login, please us at community@chanzuckerberg.com.

Communities Served

Which community (ies) does your organization directly support within San Mateo County?\* (Select all that apply)

* Belle Haven
* Belmont
* Daly City
* East Palo Alto
* Half Moon Bay
* La Honda
* Loma Mar
* North Fair Oaks
* Pacifica
* Pescadero
* Redwood City
* San Bruno
* San Carlos
* San Mateo
* South San Francisco
* Other, please specify...
* Other, please specify...
* Other, please specify...

Community Fund Work Frame

**Asset Building (Social & Economic)**: This work ensures that communities have access to the building blocks for social and economic well-being. Social and economic assets include basic needs (food security, stable housing, etc.), health, education, job/career skills, social support, and more. This work includes direct service and intervention programming.

**Power Building**: This work ensures that a constituency has the agency to change or create new systems when existing structures do not serve their needs or interests, without having to do so at the expense of any other marginalized community. This work includes organizing, advocacy, civic engagement, base building, and more.

Primary Work Frame

Please choose the strategy that most closely represents the majority of work that your organization does. If your organization engages in both, you will have the chance to select a secondary work frame below.

* Asset Building (Social & Economic)
* Power Building

Secondary Work Frame

OPTIONAL: Please choose a secondary strategy if your organization meaningfully engages in the other work frame.

* Asset Building (Social & Economic)
* Power Building

If you selected Power Building, please select which power building activities your organization engages in.

* Advocacy
* Civic Engagement
* Community Organizing
* Policy Advocacy
* Political Education
* Other, please specify...

Primary Focus Area (Choose One)

* Education
* Environment/ Climate
* Food Security
* Homelessness
* Housing
* Immigration
* Mental Health/Health Care
* Safety/Security
* Transportation
* Workforce Development
* Youth Development
* Other, please specify...

Other Focus Areas

* Education
* Food Security
* Homelessness
* Housing
* Immigration
* Mental Health/ Health Care
* Safety/Security
* Transportation
* Workforce Development
* Youth Development
* Other, please specify...

Section 1: Organization and/or Project Mission

Note: If your organization receives a grant, elements of the information below may appear on chanzuckerberg.com. Please start the mission statement with your organization name followed by what it does, for example; The San Francisco YMCA builds strong kids, strong families, and strong communities by enriching the lives of all people in spirit, mind, and body.

Section 2: Impact and Approach

Please provide an overview of your organization's work. Consider the following: How would you characterize the challenges and opportunities your organization addresses? Include any root/ historical information that is relevant to the local context. How is your organization positioned to address the issues and opportunities presented? (350 words)

Section 3: Community Supported

Describe your organization's relationship with and knowledge of the community(ies) supported through its work. Relevant information includes your organization’s relationships with the community and demographic information including but not limited to race & ethnicity, age, gender identity, disability, and sexual orientation of the communities supported. (350 words)

Section 4: Participant Community Engagement

How do you engage community members, including those with lived experience, to ensure strategies and solutions are tailored to and meet the needs of the communities supported? (350 words)

Section 5: Staff, Leadership, and Governance / Board Member

We view data as an essential tool to practice our commitment to diversity, equity, and inclusion. The information collected in the next session will be used to understand how community organizations that apply and receive funding are representative of the communities they serve. Responses will be shared with limited personnel, who will use that information only for the purposes described.

Please use the space below to record the total aggregate percentage of representation of Black, Indigenous, Latinx, AAPI, and other people of color at each level of your organization. Please note that completing the below is voluntary, and demographic information will not be used to make final grant funding decisions.

| Staff |  % |
| --- | --- |
| Executive Leadership |  % |
| Board Members |  % |

Section 5A: Staff, Leadership, and Governance / Board Member

OPTIONAL: Please provide information that helps us understand your organization's gender identity, sexual orientation, and ability representation. Please note that completing this is voluntary, and demographic information will not be used to make final grant funding decisions. Please leave the section blank if you do not collect this information or prefer not to share it, especially important if the information can be identifiable. (Source: Funders for LGBTQ Issues).

|  | Staff | Executive Leadership  | Board Members |
| --- | --- | --- | --- |
| Female  | % | % | % |
| Male  | % | % | % |
| Transgender | % | % | % |
| Non-binary/non-conforming | % | % | % |
| Sexual Orientation: Gay, Lesbian, or Bisexual | % | % | % |
| Individuals with Disability | % | % | % |

Section 5B: Staff, Leadership, and Governance / Board Member

Describe your team: How are members of the staff, senior leadership team, and governance/ board representative of the communities served (including gender identity, disability, sexual orientation)? Utilize this space to provide context for the above numbers and discuss any related diversity, equity, and inclusion values, strategies, and plans. (350 words) (Source: Funders for LGBTQ Issues).

Section 6: Organization Impact

Please describe what success might look like in the near and long term. What indicators (qualitative or quantitative) do you use to assess your progress and engage in continuous improvement? Are there specific challenges your organization is currently facing? Examples are welcome! (350 words)

Section 6A: Organization Priorities

OPTIONAL: What areas of organizational development have you identified as top priorities for the next two years? What challenges (other than fundraising) do you face in meeting your capacity building goals? (This question informs our capacity-building strategy to ensure we are supporting organizations across the spectrum of development. This question will not be included in the application assessment.) (350 words)

Section 7: Collaboration

How do you collaborate with partners to advance the work? Who are some of your core partners and allies (non-profits, government agencies, businesses, etc.)? Where appropriate, what are your plans to engage with other organizations and/or community assets to effectively support the communities you work with? (350 words)

Section 8: Fiscal Responsibility and Sustainability

Note that in almost all cases, CZI Community Fund grants will be unrestricted, general operating support grants. Given the short-term nature of the CZI Community Fund grants, CZI will not fund more than 25% of your full organization budget.

\*Please enter your organization's total annual operating budget (actual amount). Feel free to use the prior year’s actual budget.

Section 8A: Fiscal Responsibility and Sustainability

 Please enter the total requested amount (note that this request can be up to $200,000 for the grant period over two years, so please keep the requested grant amount at or below 25% of your organization’s budget during the two-year grant period).

Upload/ Attach

* Current Organization Operating Budget (not fiscal sponsor budget)
	+ Please include the organization's most recent and up-to-date budget and actual
* Fiscal Sponsor Letter

**Application Checklist**

You're ALMOST done! Please complete the following checklist:

I have completed all required sections of the application.

* Yes
* No

I have uploaded all required documents.

* Yes
* No

Given the volume of applications, the CZI program staff will not be able to follow up on missing application materials. I understand that I will not be contacted if I am missing application materials.

* Yes
* No

From time to time, other funding partners ask for information about Community Fund applicants. Are you comfortable with CZI sharing your full application -- including your organization’s name, contact information, application details, and budget documents with other funders, if asked?

* Yes, please share with other funders, if prompted
* No, please do not share our application with other funders

How did you hear about the Community Fund?

* CZI Website
* Social Media
* Press/ News
* Member Organization/ Group Website, Newsletter, Meeting
* Peer or Colleague
* Other, Please specify…

**Submit Your Application**

Once you've submitted your application, you will receive a confirmation email to your verified email address. If you do not receive an email within 2 hours of submitting your application, please email us at community@chanzuckerberg.com. Please be sure to check your spam folder.

The 2023 CZI Community Fund request for applications (RFA) closes on June 30, 2022, at 5 p.m. PT. Selected organizations will receive a two-year general operating or project grant of up to $200,000. Please visit our [website](http://chanzuckerberg.com/) to learn more about our work.

Thank you!