



The Community Fund Application

The CZI Community Fund supports nonprofit organizations that are helping create a more socially, economically, and 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 eighth 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 voices so people have the power to shape their lives and communities. Community Fund partners are ensuring 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 Community Fund.

The CZI Community Fund request for applications (RFA) **opens on May 6, 2024, at 8 a.m. PT, and closes on June 6, 2024, at 5 p.m. PT.** Selected organizations will join the Community Fund grant partner cohort, receiving two-year general operations or project grants of 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 following 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 Districts: Are you applying on behalf of a government agency, school or school district, or an education foundation that supports a local school district?

- Yes
- No

Is your organization:

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- 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;

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 our [website](#)

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

Fiscal Sponsor/Fiscal Agent Mailing Address

- Mailing Address Line 1*
- Mailing Address Line 2*
- Mailing Address City*
- Mailing Address State*
- Mailing Address Zip Code*

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- Mailing Address Country*

Primary Fiscal Sponsor Contact Information

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

- First Name*
- Last Name*
- Pronouns*
- Title*
- Phone*
- Email Address*

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 following information for the primary contact for your organization. This person will connect with CZI staff and be responsible for **all** communication related to the grant proposal and partnership during the two-year grant cycle.

- First Name*
- Last Name*
- Pronouns*

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- Title*
- Phone Number*
- Email Address

Executive Director/President/CEO Contact

(The most senior staff member in your organization)

- First Name*
- Last Name*
- Pronouns*
- Title*
- Phone Number*
- Email Address*

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

- Yes
- No

Application Form

Please note that there are multiple reviewers for each application, and your primary contact at CZI may not review your application. Please provide enough information for the reviewer to get an understanding of your work. Additionally, reviewers will be looking at how your organization's work is explicitly designed and executed with diversity, equity, inclusion, and racial justice values at the center.

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 that your organization used. If you are not able to access your organization's application through the old login, please contact us at community@chanzuckerberg.com.

Communities Served

What region(s) of San Mateo County does your organization directly support* (Select all that apply)

- **South County:** Belle Haven, East Palo Alto, North Fair Oaks, Menlo Park, Redwood City, etc.
- **North County:** Brisbane, Daly City, Millbrae, San Bruno, South San Francisco, etc.
- **Coast County:** El Granada, Half Moon Bay, La Honda, Loma Mar, Pacifica, Pescadero, etc.
- **Central County:** Burlingame, Belmont, San Mateo, San Carlos, etc.
- **Other, please specify...**

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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, please 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)

- Arts and Culture
- Basic Needs
- Criminal/Juvenile Justice
- Education
- Environment/ Climate
- Food Security
- Homelessness

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- Housing
- Immigration
- Mental Health/Health Care
- Safety/Security
- Transportation
- Workforce Development
- Youth Development
- Other, please specify...

Other Focus Areas

- Arts and Culture
- Basic Needs
- Criminal/Juvenile Justice
- 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's 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: Community Supported

Describe how your organization understands, views, and regards the people and community it serves. Relevant information includes a reflection on the demographics of the community you serve and your organization's relationship with the community supported. (350 words)

Section 3: 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? How does your organization address the issues and opportunities presented? Include any root/ historical information that is relevant to the local context. (450 words)



Section 4: Community Informed Programming

Describe how your strategy, programs, and services are informed by impacted community members' experiences. Relevant information includes how your organization engages 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: 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 and bullet points are welcome! (350 words)

Section 6: Racial Equity

We view data as an essential tool to practice our commitment to diversity, equity, and inclusion. The information collected in this questionnaire will be used to help CZI check for biases in our grantmaking process, and to assess and analyze how our funding decisions do or do not reflect the communities we serve. CZI is committed to paying disciplined attention to race and ethnicity while analyzing problems, looking for solutions, and defining success in our grantmaking. As we enhance our perspective on racial equity, we'd like to hear how your organization approaches racial equity in its work.

CZI will not use the answers to the Staff/Leadership Demographics questions in making grantmaking decisions. These questions are clearly marked in the form and the answers to these questions will not be shared with any CZI grantmakers or grant approvers. The data, aggregated with data from other grantees, may be used in the ways outlined above.

All questions on this form are optional. You will have an opportunity to confirm your answers before submitting. Once you select the Submit button, you cannot make changes.

Please see our [Privacy Policy](#) to learn about our data policies and practices regarding any identifiable information, such as your contact information.

Staff/Leadership Demographics:

Please use this [link](#) to fill out demographic data related to your organization. Answers to these questions will not be used in CZI grantmaking decisions and are, therefore, separated from your other responses.

Racial Equity Analysis

Which of the following criteria does your organization most align with in efforts to support racial equity? (Please select one).

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- Cultivating the leadership of people of color
- Addressing the material conditions of people of color to mitigate racial inequities and outcome disparities
- Changing systems, policies, and institutions that historically, negatively impact communities of color
- Currently none of these criteria

Leadership, and Governance / Board

Please tell us more about your leadership team. Consider these questions: How are members of your leadership team and governance/ board uniquely positioned (e.g. given their backgrounds, experiences, etc.) to advance your organization's mission? How does your staff and leadership ensure it understands and responds to the needs of the communities you serve?

Does your organization serve majority people of color communities?

- Yes
- No
- Unsure/ Prefer not to say

Which community does your organization primarily serve?

- Asian American
- Black/ African American
- Hispanic/ Latinx
- Middle Eastern/ North African
- Native American/ Indigenous (American Indian, Alaska Native)
- Pacific Islander (Including Native Hawaiian)
- White
- Multi-racial/ ethnic group
- Not immediately clear/ prefer not to say

Which community does your organization secondarily serve?

- Asian American
- Black/ African American
- Hispanic/ Latinx
- Middle Eastern/ North African
- Native American/ Indigenous (American Indian, Alaska Native)
- Pacific Islander (Including Native Hawaiian)
- White
- Multi-racial/ ethnic group
- Not immediately clear/ prefer not to say

Section 7: Collaboration

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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 CZI Community Fund grants will be unrestricted general operating support grants in almost all cases.

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 two-year grant period. Please keep the requested grant amount at or below 25% of your organization's **annual** budget. Given the short-term nature of the CZI Community Fund grants, CZI will not fund more than 25% of your annual organization budget during the two-year grant cycle. For example, if your organization's budget is \$400,000, the total request amount for the two years should not exceed \$100,000.

Upload/ Attachments

- Most Recent Organization Operating Budget (not fiscal sponsor budget).
- If Applicable -Fiscal Sponsor Letter (in which the fiscal sponsor acknowledges that they have agreed to act as fiscal sponsor for the nonprofit organization applying for this RFA).

Application Checklist

You are 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

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.

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- 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 CZI Community Fund request for applications (RFA) closes on Thursday, June 6, 2024, at 5 p.m. PT. Selected organizations will receive a two-year general operating or project grant of up to \$200,000, and announcements will be made by early September. Please visit our [website](#) to learn more about our work.

Thank you!

You have to press the submit button on this page and on the main application page (make sure your browser is maximized).