



Strengthening Southern California

2017 COMMUNITY GRANTS PROGRAM

Vision

United Latinx Fund (ULF) is Los Angeles' leading foundation and philanthropic resource created for and by Latinx that inspires a new generation of philanthropists to volunteer, give and lead.

Mission Statement

Transform, uplift and improve the quality of life for Latinx by investing in sustainable, community-driven solutions.

Community Grants Program Objectives

The Community Grants Program supports 501(c)3 grassroots nonprofit organizations committed to creating a Los Angeles where Latinx thrive. The Community Grants Program provides **unrestricted funding** for a one-year, small grant between \$3,000 and \$10,000.

Eligibility Criteria

Successful applicants engage Latinx in their organization's governance and programming, have an established record of building partnerships and leveraging resources. Funded programs must align with at least one of ULF's new funded priorities:

- Jobs
- Housing

The above funded priorities are broadly interpreted to accommodate a diverse array of applicants, programs and strategies working to improve job readiness, increase the number of living wage jobs and make housing more available to Latinx throughout Los Angeles County. If you have questions regarding your program's eligibility, please email: info@unitedlatinxfund.org

Other eligibility criteria include:

- Experience and commitment to serving Latinx.
- Located in and serving Los Angeles County residents.
- Tax-exempt status under Section 501(c)(3) of the Internal Revenue Code and not classified as a private foundation.
- Independent sponsored projects of a nonprofit 501(c)(3) fiscal sponsor.
- Priority is given to organizations with operating budgets of \$500,000 or less. Proposals will also be considered for new programs being developed by nonprofits with budgets over \$500,000.
- Priority is given to organizations that have majority Latinx leadership and board of directors.

Eligibility of past ULF Grantees

- Past grantees are eligible to apply depending on past performance and compliance of previous funding terms.
- Past recipients who have received ULF funds for two consecutive grant cycles are ineligible for the current grant cycle.

Funding Limitations

ULF will not support the following:

- Individual requests for scholarships and/or fellowships.
- Capital campaign and/or endowment contributions.
- Direct assistance for the personal needs of an individual.
- Operating deficit or emergency funding.
- Religious purposes.
- Political organizations, campaigns or lobbying for specific legislation.
- Indirect costs (excluding fiscal sponsor fees) that exceed 15 percent of the total of requested personnel and operating costs.
- No more than one request per grant cycle per organization.
- Political Action Committee or 501(c)(4) organizations may NOT apply.

Grant Submission Checklist and Guidelines

Proposals must be submitted to ULF via email (PDF FORMAT only) no later than 5:00 p.m. on Tuesday, October 31, 2017. To be accepted all submissions must include:

- Application Form
- Narrative Write-Up
- Budget
- Attachments (See Section D of the Narrative Write-Up)

Please be sure to:

- Use 11-point font size
- Have Application Form signed by the organization's Executive Director or Board President
- Email application, narrative, budget, and attachments in **one single PDF**.
- All submissions must be submitted via email to: info@unitedlatinxfund.org

ULF reserves the right to reject late submittals.

Notification of funded proposals will be made by Friday, December 22, 2017.

Disclosure

If selected for a grant, funds will be distributed in two payments:

- 1st payment will be made during the 1st quarter of 2018
- 2nd payment will be made upon completion of site visit and receipt of a grant report. (Report forms and additional information will be available at www.unitedlatinxfund.org)



APPLICATION FORM

Organization: _____

Address: _____

Executive Director: _____

Executive Director Email: _____

Ph: _____ Cell: _____ Website: _____

Tax ID Number: _____ Year of Incorporation: _____

Project Lead (if applicable): _____

Project Lead Email (if applicable): _____

Project Title: _____

Funded Priority (Jobs and/or Housing): _____

Total served by this grant: # _____ (Total Children/Youth: # _____; Total Adults: # _____)

Average income of population served by this grant: \$ _____

Primary cities/neighborhoods served by this grant:

Total Organizational Budget	Total Project Budget	Amount Requested from ULF
\$ _____	\$ _____	\$ _____

X _____
Executive Director or Board President Signature Date

NARRATIVE

*In no more than 4 pages, provide the information requested in letters A through D
Include attachments requested in letter E*

A. BACKGROUND

Describe your organization's:

1. History, Mission, Goals
2. Main activities/programs and the needs addressed
3. Target cities/neighborhood(s) and population served.
4. Demographic data of the population served (Together the percentages should total 100%)

Race/Ethnicity:

____% Caucasian ____% African American ____% Asian Pacific Islander
____% Latinx ____% Native American ____% Other

B. FUNDING REQUEST

1. Describe the project to be funded and its goals
2. Describe the need for this project. How is this project different or unique?
3. Describe target cities/neighborhood(s) and demographics of population served by the project
4. Describe the organization's partnerships and how this project will leverage existing partnerships
5. Describe the project's objectives and how will you measure progress on the funded activities
6. Describe the project's expected long-term outcomes (benefits and impacts)

C. SUSTAINABILITY

1. List current funders and amounts committed for this program
2. List three activities to sustain the project

D. STAFF AND PROJECT TIMELINE

1. List program staff (names, titles, and roles)
2. Six month project timeline with start and completion dates for each activity

E. ATTACHMENTS

- Current board members with names, titles, and affiliations
- Federal Tax Exemption Letter under Section 501(c)(3) from the IRS
- Current year operating budget
- Most recent 990 tax forms including Schedule A
- Project budget (see sample budget on next page for reference purposes)

SAMPLE PROJECT BUDGET

PROJECT EXPENSES	AMOUNT REQUESTED FROM ULF	TOTAL PROJECT BUDGET
Personnel Expenses	\$ 500	\$ 20,000
	\$	\$
	\$	\$
	\$	\$
Total Personnel	\$ 500	\$ 20,000
Direct Operating Expenses		
(For instance: Occupancy & Utilities)	\$	\$ 3,000
(For instance: Printing)	\$ 250	\$ 1,000
	\$	\$
Total Direct Operating	\$ 250	\$ 4,000
Total Expenses	\$ 750	\$ 24,000