

2020

Solano Disaster Relief Grant Program Eligibility & Application Instructions

The 2020 Solano Disaster Relief Fund (SDRF) grant application cycle is open and SCF is accepting funding requests from thru December 31, 2020. Qualified 501(c)(3) nonprofits and charitable faith-based organizations serving Solano residents are eligible to apply.

I. FUNDING GOALS & GRANT OBJECTIVES

The Solano Disaster Relief Fund was established to help recovery and rebuilding efforts by funding nonprofit agencies and faith-based organizations that are providing direct services to individuals and families affected by disasters.

Nonprofits may apply for small grants **up to \$2,500** to help support relief projects that are short-term and meet the most urgent needs of victims (food, clothing, temporary shelter, counseling, and emergency medical needs).

Nonprofits may also apply for larger grants **up to \$7,500** to support intermediate and long-term, more complex recovery programs (e.g., ongoing basic needs, case management, employment programs and training, healthcare, transportation, mental health support), and the medium and longer-term needs of those impacted directly by the disaster.

The application form is the same for both small and large grant requests. Applicants must use the [SDRF Grant Application Form](#) to request funding.

II. FUNDING FOCUS & GUIDING APPROACH

Relief grantmaking efforts will be active through the response phase and into the recovery phase as resources allow. SDRF funding must support the direct relief efforts of nonprofit agencies and faith-based organizations providing services and resources. Grants will prioritize reaching those in need and serving vulnerable populations with disaster relief.

- A. SCF believes that disaster response and recovery work is short-term, intermediate-term and long-term, and we will provide funding for the longer term if possible.
- B. We believe in partnering with trusted nonprofits and generous donors to address the gaps that emerge; to reach those in need, and in supporting nonprofits to accomplish this important work that requires tremendous effort and focus.
- C. We believe in transparency and collaboration, and in helping others. We balance compassion with due diligence to ensure fairness.

III. ELIGIBILITY

- A. An organization applying for a Disaster Relief Fund grant must be a 501(c)(3) nonprofit organization, faith-based organization or government agency. Private, for-profit businesses are not eligible for funding. SCF does not make grants directly to individuals or families.
- B. Funding can only be used to pay for (or reimburse) ongoing disaster response efforts, relief and recovery services that will be provided (or that have been provided) to people who live or work in Solano County and are adversely affected by fires in Solano Counties.
 - 1. Please note that rebuilding and future preparedness (a.k.a. resiliency) programs are not eligible for funding.

IV. FUNDING MAY NOT BE USED FOR

- A. Grants to offset revenues which may have been lost during the disaster (because of business interruption, for example) by nonprofits, faith-based organizations or government agencies
- B. To pay for structural damage to the property, plant and equipment of nonprofits, faith-based organizations or government agencies.
- C. Fundraisers or other fundraising events to benefit those affected by the disaster.
- D. Ongoing operating or program expenses not verifiably connected to the disaster.
- E. To help for-profit businesses who may have suffered physical damage or economic injury as a result of the disaster.

V. APPLICATION DEADLINE & NOTIFICATION PROCESS

- A. The Application Form is a fill-in-the-blank PDF and content must be typed. A completed form may be printed and signed by the head of the nonprofit organization. An electronic signature is preferred.
- B. Applications must be submitted via email to grants@solanocf.org (preferred method) or by regular mail, no later than December 31, 2020.
- C. SCF will send each applicant an email to confirm receipt of their application.
- D. SCF will notify applicants of their funding status by email within 3 to 5 business days after a request is received.
- E. If funded, Grantee award letters and checks will be processed and mailed within 7 to 10 business days after a request is received.

VI. APPLICATION REQUIREMENTS

- A. Only one application per organization will be funded at a time. More than one grant may be awarded if the need continues and funding exists.
- B. Incomplete or handwritten applications will not be considered.
- C. All applicants must provide a current email address and phone number.
- D. The budget is a required application component.

VII. APPLICATION REVIEW

SCF is committed to fairly evaluating all small grant requests received. To this end, each application received is reviewed to determine whether the request aligns with eligibility, funding focus and goals, and the necessary criteria for further consideration. Once a decision is made, SCF processes an award letter and grant payment, or sends a declination letter to the requestor.

VIII. REPORTING REQUIREMENTS & PUBLICITY

- A. SCF encourages grantees to name SCF as a Funder on social media platforms, however, photos of the grant award check are not to be published.
- B. Submission of a written Grantee Final Report is required of all grant recipients. SCF must have the Grantee Report in hand before a second grant request will be considered.
- C. The report is due no later than six months from the date of the award letter or when grant monies have been spent, whichever is sooner.
- D. SCF's funding support must appear in grantee publicity releases, in brochures, and in marketing materials, etc.
- E. Acceptance of a Solano Disaster Relief Fund grant award also implies consent for SCF's use of report information, photos, and activities in media coverage.
- F. The SCF Grantee Final Report Form and the SCF Media Release Form may be downloaded from Solano Disaster Relief Fund page on the SCF website, or requested via email.
- G. Failure to submit a required final report may render the applicant ineligible to receive future SDRF awards.