

Sunnyvale Cares Nonprofit Grant Program Guidelines

DEADLINE: June 30, 2020

Thank you for your interest in the Sunnyvale Cares Nonprofit Grant Program. Please review the following guidelines to determine if your organization qualifies. The City will accept applications starting June 3, 2020 until June 30, 2020 by 5 p.m.

Program Goal: Support vital Sunnyvale nonprofit organizations impacted by loss of revenue caused by the COVID 19 pandemic.

Who is eligible to apply:

- Organizations primarily serving City of Sunnyvale residents or small businesses.
- Organizations must be nonprofit organizations with an IRS designation of 501 C(3) or 501 C(6)
 - Applicants must attach a copy of nonprofit documentation.
- Organizations must demonstrate financial impacts directly related to the COVID 19 pandemic such as inability to hold fund-raising events.
- Grants will not be awarded to organizations owing a debt to the City.
- Grants will not be awarded to individuals.
- Priority will be given to organizations supporting a public purpose such as providing programs or services that compliment or enhance a service that the City also provides.

Application Process:

To apply complete the Sunnyvale Cares Nonprofit Grant Program application and submit by June 30, 2020 by 5 p.m. Incomplete applications or those not submitted by the deadline will not be considered.

Application Review and Funding Decisions: A City Council subcommittee will review applications. The Council subcommittee may choose to contact the applicant for more information or clarification regarding the details of the application during the review period and/or request an interview with any applicant. Final funding decisions will be made in late July by the full City Council. Grant applicants will be notified, in writing, of final funding decisions after City Council decision.

Questions and More Information For questions or more information, please email: svcares@sunnyvale.ca.gov or call 408-730-7607.

Sunnyvale Cares Nonprofit Grant Program Application

Application Deadline: June 30, 2020 by 5 p.m.

Thank you for your interest in the Sunnyvale Cares Nonprofit Grant Program. Please review the grant guidelines to determine if your organization qualifies for funding. Funding will be approved by the City Council in late July 2020. Applicants will be notified of award decisions in after City Council decision.

Complete applications may be submitted in the following ways:

- Mail or Drop Off in Person: Office of the City Manager (Front Desk) Attn: Economic Development 456 W. Olive Avenue, Sunnyvale, CA 94086
- Email: svcares@sunnyvale.ca.gov

For questions, email svcares@sunnyvale.ca.gov or call 408-730-7607.

Name of Nonprofit organization: _____

Name of Individual Submitting Application: _____

Individual's email _____ Phone _____

Grant Amount Requesting from the City (Maximum grant amount is \$30,000): \$ _____

Organization Background

1. When was your organization formed?

2. What is your Mission?

3. Approximately how many Sunnyvale customers are served annually?

4. Describe your group's activities and the resources that support those activities.

5. What is your annual budget? _____

6. How do you raise funds?

7. How many employees does your organization have? _____

8. What steps has your organization taken to address budget impacts due to COVID-19?

9. Describe the impacts of the COVID 19 pandemic on your organization, specifically, what are the financial impacts?

10. For what purposes would this grant be used and how would it would benefit your organization and customers?

11. Any other information you would like the Council Committee to consider?
