



# Sponsorship Application

## Your Agency/Organization Information

Today's Date	December 11, 2008
Date of Event	February 13, 2009
Fed. ID # (if applicable) <i>Please attach copy exemption status letter</i>	
Name of Agency or Organization	Mustard Seed Tutorial
Address	51 West Olive Avenue
City, State Zip	Redlands, CA 92373
Work Phone	(909) 335-8678
Fax	(909) 542-3182
E-mail	<a href="mailto:grantsoffice@cao.sbcounty.gov">grantsoffice@cao.sbcounty.gov</a>
Amount of Request	\$1,790

### Introduction (length 1-2 paragraphs)

Describe why your event/activity is important and sum up what you are trying to accomplish in one or two sentences.

This paragraph should contain a concise description of the event/activity that clearly states the overview of your organization, main activities and goals and a brief history of your organization.

Include background information and data on the history of the event/activity.

The San Bernardino County Grants Office was created in 2006 by the Board of Supervisors to assist county departments and community benefit organizations in applying for grant opportunities to advance the Vision and Mission of the County, which is to ultimately to positively serve and enhance the well-being of all residents. While the Grants Office does not offer direct funding for programs, it does offer a variety of grant-related support and resource services to the entire county. The San Bernardino County Grants Office is part of the County Administrative Office that is located within the San Bernardino County Government Center. Mustard Seed Tutorial Center will act as fiscal agent on behalf of the Grants Office. Mustard Seed has provided low-cost, intensive, remedial tutoring services to children in San Bernardino county since 1994 and has a strong record of fiscal responsibility in addition to a demonstrated ability to help students succeed. On average, children enrolled at Mustard Seed master a year's worth of state academic standards in six months.

Each year the San Bernardino County Board of Supervisors and the Grants Office in collaboration with local nonprofits organizes a "Meet the Funders" Forum geared to nonprofit organizations to assist them in their grant seeking and fund development

efforts to promote sustainability. The forum is open to all nonprofit groups. The focus of these conferences is on building capacity among multi-disciplinary programs in the county of San Bernardino, and increasing the opportunity of our nonprofits to secure funding by providing education and exposure to funding opportunities available to our local communities. Sponsoring two vouchers for Capacity Building training for nonprofits serving children 0-5 years of age at this event is a way for First 5 to directly support and enhance the capacity of nonprofit organizations.

### **Needs Statement (length 1-2 paragraphs)**

Have there been other events or activities this year or in past years on the same topic? If yes, how is yours different and why is it needed?

Annually, for the past several years, the Board of Supervisors has sponsored a “Meet the Funders” Forum for nonprofit organizations residing in San Bernardino County. The Grants Office coordinated the event on behalf of the Board of Supervisors. In terms of other events or activities, various organizations within the county do offer other conferences and events for local nonprofits; however the Grants Office meets and maintains dialogues with these organizations and nonprofit networks to maximize County resources and in turn limit duplication of events and conferences. The forum includes a panel of grant-making foundations, and break-out sessions, covering topics such as: fund development, grant development, and budgeting.

The “Meet the Funders” event is the only event offered in the County where the focus of the event is to give nonprofits an opportunity to interact in a panel-like setting with various Foundations and Corporations that fund nonprofits that offer services within San Bernardino County. This face-to-face interaction increases opportunities for nonprofits to network with foundations, understand foundation funding priorities, application processes, and assists in establishing initial contact/communication. By opening communication with potential funders, the event allows for the possibility of increasing nonprofit opportunities for additional funding to expand or sustain their programs. A unique difference between the Funders Forum and other events is most events incorporate a member’s fee charge while the Forum is offered to nonprofits free of charge. According to a James Irvine Foundation report, San Bernardino County currently receives a tiny fraction of the total per capita giving as compared to other counties (currently \$3 per capita compared to a statewide average of \$102 per capita). These types of training are important as San Bernardino County is one of the most underserved counties in the state in terms of receiving foundation support.

### **Event/Activity Description**

Describe in a concise manner a description of the event/activity that clearly states the benefits your organization can offer and demonstrate how these benefits relate to our strategic plan.

Include the date and duration of the event/activity, demographics of the attendees, audience, participants or members.

If your event/activity necessitates marketing please include an overview of the marketing plan-detail information about marketing and media coverage of the event/activity prior to start date, including logistical and budget responsibility.

A “Meet the Funders” forum featuring a panel of grant-making foundations will be held on February 13, 2009 at no admission cost. The focus of the forum will be on funding multi-disciplinary programs within San Bernardino County. The forum will be sponsored by the San Bernardino County Board of Supervisors. The Funders forum will be held in the Rialto Behavioral Health Conference Room from 7:45 a.m. to 2:30 p.m. Daniel Foster, Executive Director and President of The Community Foundation will lead a panel discussion with representatives from various local and national foundations. Similar to last year the forum will include concurrent break-out sessions on various topics of interest to nonprofit organizations. This year’s conference expects between 150-200 attendees.

These events help provide networking opportunities for people in the nonprofit community and also connect nonprofit organizations with funding agencies that have similar goals. The demand for the forum has been overwhelming, last year alone due to conference room capacity; the Forum had over 100 people signed up with over 47 waitlisted. The majority of organizations that have historically attended the event primarily serve families with children and offer services that are aligned with First 5 San Bernardino purpose which is to better promote, support, and enhance the early development of children prenatal through age five. By providing vouchers to attend Capacity Building training, First 5 will help nonprofits strengthen their capacity efforts so they in turn can affect change, actively contribute to the sector, and improve sustainability. The vouchers will be for training offered by the Grantsmanship Center, an organization with over 30 years of experience in providing nonprofit strategic planning, sustainability planning, and grant development training.

***All applications require a proposed budget for the event/activity.***

<u>Planning Costs</u>	<u>Event Budget</u>	<u>Requested Funding</u>
Office Supplies / Printing	\$360	-
Food / Meals	\$2,500	-
Advertising	\$100	-
Training Vouchers (\$845 each x 4)	\$3,580	\$1,790
Miscellaneous Supplies	\$100	-
<b>TOTAL OPERATING COSTS</b>	<b>\$6,640</b>	<b>\$1,790</b>

The budget represents the anticipated costs for the entire event. Currently, our office is seeking other funding sources such as Sam’s Club, San Manuel Tribe, and Chipotle’s restaurant to help offset the cost of food and two more scholarships. Other costs such as staff time to organize and run the event are not included in this budget. Furthermore, the Board of Supervisors, through Josie Gonzales will provide funding to support printing and food if the office is not successful in securing external funding sources.

**Strategic Plan Alignment**

Please indicate which areas of the First 5 San Bernardino Strategic Plan best align with your project. For more information about each strategy area, please review the First 5 San Bernardino Strategic Plan.

<input type="checkbox"/> <b>Health and Well Being</b> -- Healthcare Access -- Child & Family Assessment	<input type="checkbox"/> <b>Family Support</b> -- Resource Center -- Parenting Education
<input type="checkbox"/> <b>Early Care and Education</b> -- School Readiness -- Child Care Advocacy -- Child Care Quality Standards -- Child Care Capacity -- Child Care Access	<input checked="" type="checkbox"/> <b>Community Engagement</b> -- Technical Assistance -- Community Education -- Community Engagement
	<input type="checkbox"/> <b>System Integration</b> -- Information Sharing -- System Access -- System Integration Advocacy

I HEREBY CERTIFY THAT ALL OF THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND COMPLETE.

Applicant's Signature	
Print Name	

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**Submit a completed application to  
First 5 San Bernardino  
Sponsorship Committee  
330 N. D Street, 5<sup>th</sup> Floor  
San Bernardino, CA 92415**