

# Cooperative Community Fund Grant Guidelines & Application

2024 Program Year



## GUIDELINES and GENERAL INFORMATION

### 1. Cooperative Community Fund Mission Statement

The Cooperative Community Fund is a permanent endowment established and directed by members of the North Coast Cooperative, which awards grants to support projects and the work of community organizations in Humboldt County. Through collaborative grantmaking the Fund seeks to strengthen the community by emphasizing projects and activities that promote democratic cooperative principles, community development and food security.

### 2. Cooperative Community Fund (CCF) grant requirements:

- Grant Proposals should be submitted by: 1. A nonprofit organization with tax exempt status under Section 501(c)3 of the Internal Revenue Code, 2. A public benefit organization (public schools, government agencies, federally recognized tribal governments), or 3. A community group with a qualified fiscal sponsor who meets 1 or 2 above.
- Organization does not discriminate on the basis of race, color, creed, national origin, religion, sex, age, sexual orientation, marital status, disability, or status in any other protected group.
- Are nonpartisan and do not advocate a particular religion.
- Organization is not a 2024 Seeds for Change Round Up recipient.

3. Grants will range from \$500-\$3,000 with exceptions for noteworthy need.

4. All projects must address at least one of the following program areas:

- **Community Supportive Services** – Projects that focus on supportive services for diverse communities within Humboldt County, including BIPOC, LGBTQIA+, persons with disabilities, and low-income communities.
- **Local Food Systems** – Projects supporting local food systems and increasing the availability of locally grown food within Humboldt County.
- **Educational Programs Focused on Food** – Projects providing educational services around food, including food systems, health, and nutrition.
- **Sustainability Implementation and Education** – Projects that promote or implement sustainable systems and practices, including waste reduction, renewable energy, and alternative transportation.
- **Cooperatives** – Projects supporting co-op organizations, co-op development, co-op education, etc.

5. Grant funds cannot be used for fundraising/fundraisers. Grants must be for a specific project.

6. Applications are due March 22, 2024.

7. Applicants will be notified in May/June 2024 and checks will be distributed soon after.

8. Grants are expected to be used for their stated purpose within one year of distribution.

9. Grant recipients will provide a brief final report of their project within one year of distribution.

**Download and save this PDF to your computer or device prior to being filled in. Do not change any formatting or add any protections to the file.**

**Complete the application using the PDF space/formatting provided.  
Only digital/typed PDF applications will be accepted.**

**Organization Name:**

**Contact Name:**

**Contact Phone:**

**Contact Email:**

**Organization Mailing Address:**

**Fiscal Sponsor Organization Name (*If Applicable*):**

**Fiscal Sponsor Mailing Address:**

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**Mission Statement:**

**Project Title:**

**Amount Requested from CCF (\$500-\$3,000):**

**Total Cost of Project:**

**What date is the funding needed by?**

**Project Description:**

**Check all CCF grant categories that apply to your request (see guidelines for descriptions).**

Community Supportive Services  
Local Educational Programs Focused on Food

Local Food Systems  
Sustainability Implementation and Education

Cooperatives

**Explain how your request falls into the CCF grant category(ies) you chose.**

**Why is this project needed now?**

**How will you recognize the North Coast Co-op and CCF if you receive a grant?**

**Please Attach:**

Certifying letter of non-profit status or that of your fiscal sponsor.

Project Budget using the attached budget template.

Letter of support from fiscal sponsor specifying support of THIS grant application. (If applicable)

Do not submit attachments or other materials beyond what is requested.

**All applications must be received by March 22, 2024**

Late and incomplete applications will not be considered.

**To submit:  
Email to [ccf@northcoast.coop](mailto:ccf@northcoast.coop)**

Questions may be addressed to Emily Walter at 707-822-5947 ext. 236  
or [ccf@northcoast.coop](mailto:ccf@northcoast.coop).

# Budget Template

Please summarize your budget costs (i.e. materials/supplies, personnel, indirect costs).  
Include a line for fiscal sponsorship costs if applicable (administrative cost the fiscal sponsor charges).



Expense Description	Requested from CCF	Other Funding Sources		Total Expense
		Amount	Source (donation, grant, etc.)	
<i>i.e. Garden Tools</i>	\$350	\$150	<i>Fundraising</i>	\$500
<b>TOTALS</b>				

**What will CCF grant funds be used for?**