

# Attachment A:

COUNTY OF SANTA BARBARA RACIAL EQUITY GRANT PROGRAM GUIDELINES

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# Racial Equity Fund of the County of Santa Barbara

## Application

**FUND FOR SANTA BARBARA: *Advancing progressive change by strengthening movements for economic, environmental, political, racial, and social justice.***

The Fund for Santa Barbara (est. 1980) is a non-traditional community foundation that supports organizations and groups working for progressive social change in Santa Barbara County. The FUND is dedicated to helping find solutions to current and emerging social problems and issues that challenge our society as a whole. We understand that social conditions improve most dramatically when those who have been denied power and justice lead on their own behalf to confront, challenge, and change the conditions that have denied them access to justice and equity.

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### About the Racial Equity Fund of the County of Santa Barbara

**Mission:** To invest in and strengthen organizations that address anti-racism through systems change strategies in Santa Barbara County. This fund aims to effect the culture, policy and systems change necessary to advance racial equity and justice, and reverse the legacy of slavery and effects of racism in Santa Barbara County.

**History:** The Racial Equity Fund of the County of Santa Barbara (REFSBC) is an initiative that came directly from grassroots organizing by Black Female leaders in Santa Barbara County who demanded that the County of Santa Barbara invest in the Black community in the wake of the killing of George Floyd and the ongoing racial justice movement. The Santa Barbara County Board of Supervisors (the “County”) passed a resolution declaring racism a public health crisis, made a commitment to racial justice and pledged \$500,000 to begin to address equity issues in the county. Roughly half of the funds were allocated to internal/institutional County equity development with the remaining funds were distributed through the Fund for Santa Barbara’s (“The FUND”) participatory grantmaking process in collaboration with The County of Santa Barbara. The FUND has a long history through its grant making program of supporting historically marginalized communities to be full participants in our community’s social, civic and economic life. This funding program aims to build capacity, expand, and/or stabilize historically marginalized organizations in Santa Barbara County.

In 2022, the County Board of Supervisors allocated an additional \$275,000 to fund a second cycle of the program.

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**Applications available at [fundforsantabarbara.org/grantee-portal](https://fundforsantabarbara.org/grantee-portal)**

**Applications Due: TBD**

*Applications must be submitted by 11:59 pm NO EXCEPTIONS*

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## **FUNDING STRATEGY**

The purpose of the REF is to provide organizational capacity assistance to:

1. Strengthen the ecosystem of diverse, anti-racism organizations in the community that share a common goal to address cultural and systemic effects of racism.
  2. Increase active participation of historically marginalized communities to influence civic matters that impact our community-at-large.
  3. Develop the pipeline to uplift historically marginalized leaders to positions of decision-making and influence.
  4. Increase and sustain investment to strengthen organizations led by historically marginalized who have lacked access to capital.
  5. Addressing and working to change systemic negative narratives about the legacy of slavery in the community
  6. Establish and advance organizational capacity in organizations historically marginalized in the following areas:
    - a. Leadership development
    - b. Advocacy, policy change, legal analysis, and research
    - c. Strategic communications
    - d. Alliance and coalition building
    - e. Organizational development
    - f. Community engagement and organizing
    - g. Innovation and continuous learning
    - h. Develop organizational and programmatic objectives, conduct evaluation, and assess outcomes.
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## **ELIGIBILITY CRITERIA**

1. Must be a historically marginalized organization in Santa Barbara County
  - a. i.e. Serving communities directly harmed by the racist policies and marginalized by systemic racism
2. Must include as a core mission the goal of addressing systemic racism
3. Must support community members directly harmed by the racist policies and marginalized by systemic racism in Santa Barbara County
4. Have a Tax ID Number, Employer Identification Number (EIN), or a fiscal sponsor
5. Have an organizational bank account (or a fiscal sponsor)

## FUND FOR SANTA BARBARA FUNDING GUIDELINES

The FUND defines social change as change that addresses the systemic, root causes of social (economic, environmental, political, and racial) inequalities in an effort to alleviate those inequalities but also the underlying conditions and circumstances that cause and sustain them.

The Fund for Santa Barbara is unabashedly progressive and is looking to support projects that address the systemic root causes of social inequalities. We support projects with a strong social change component.

### Guidelines

- Actively support anti-discrimination based on race, sex/gender, age, religion, language spoken, or immigration status;
- Actively support communities marginalized by power structures to engage in dialogue and actions that seek to counter social injustice;
- Actively work to improve the rights of workers and their families whose living conditions have been marginalized;
- Promote the cultural life of underserved communities and support the activities of cultural workers;
- Promote self-determination and leadership development in low income and disenfranchised communities;
- Promote Global peace and organize locally for just policies;
- Work on building coalitions to enhance improving environmental justice and address climate change, especially organizing a constituency usually without access to decision-makers
- Engage in collaborative action and coalition-building to strengthen movement ecosystems; Work against community violence and actively support recovery and restorative justice activities and initiatives;
- Operate in a democratic manner, responsive to and directed by the constituency being served.

### Priorities

- Guidelines: Does this project have the potential to create or advance social, economic, political, and/or environmental change? Please refer to FUND Guidelines
- \*Priorities: Are there elements of Community Organizing, Advocacy, Direct Action, Base-building, Coalition-Building, or Legal Strategy?\*
- Access to Funding: Does this project lack access to funding? Would the project go forward without support from the Fund?
- Critical Timing/Need: Does the organization have the capacity to reach their social change goals? Are the key players familiar with other organizations in the same field to further the goal of movement building?
- Impact of Funds: How clear is the budget outline? How well does the budget support the project's social change goals? Will funding help start-up the organization, stabilize the organization, and/or leverage other funding sources?
- Regional Equity: Will this project help the GMC and The County achieve its objective of providing equity in funding throughout Santa Barbara County?

**We do NOT Fund**

- Political campaigns that support a candidate or a political party;
- Private (vs. public) interests;
- Direct labor organizing;
- Direct support to individuals;
- Building improvements;
- Capital ventures, i.e. office equipment, machines, or vehicles;
- \*\*REFSBC funding cannot be used for lobbying, legal strategy or 501(c)4 work

Funding for this grant program is provided by the County of Santa Barbara



## RACIAL EQUITY FUND OF THE COUNTY OF SANTA BARBARA GRANT CYCLE SCHEDULE

When	What	Where
TBD	Request for proposals (RFP) Opens	
TBD	Grant Application Workshop	Zoom
TBD 11:59 pm	<b>Application Deadline Day</b>	
TBD	<b>Grantees Announced</b>	
<b>Annually</b>	<b>Grant reports due</b>	

Applications will be accepted during the RFP window.

1. The maximum grant request is \$100,000 for up to three years
2. All proposals will be initially screened by the FUND to determine completeness and eligibility.
3. Incomplete applications or ineligible applicants will not be considered. FUND staff may contact applicants to request additional information as needed.
4. The Grant Making Committee Co-Chairs will present funding recommendations to THE FUND FOR SANTA BARBARA Board of Directors for approval. Final approval by the County Board of Supervisors is required.

# APPLY

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## How to apply

1. Read the Guidelines, Priorities and Eligibility criteria.
  2. After determining eligibility visit [fundforsantabarbara.org/apply](http://fundforsantabarbara.org/apply) and follow the instructions to be taken to the application portal.
  3. If you have any questions contact us at (805) 962-9164 or email [grants@fundforsantabarbara.org](mailto:grants@fundforsantabarbara.org).
  4. Applications will be accepted until the deadlines and are subject to an initial screening by staff.
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## Instructions & Checklist

Thank you for taking the time to apply to THE FUND FOR SANTA BARBARA. Please use this checklist to ensure you submit a complete application. If you have any questions, please contact The FUND office.

- Read the grant **Guidelines and Priorities** to confirm that the REF is a good match for your project.
- Attend a **free Grant Application Workshop**. These workshops are strongly recommended and are open to anyone who wants to learn more about The FUND FOR SANTA BARBARA and our application process. To sign up for a workshop you may call us or RSVP at [www.fundforsantabarbara.org](http://www.fundforsantabarbara.org).
- Optional Proposal Review: Submit a one-page project description, along with a budget and a list of key participants to FUND staff for review. Staff will provide feedback that may be valuable to you in drafting your proposal. Deadline to submit via email at [grants@fundforsantabarbara.org](mailto:grants@fundforsantabarbara.org) is TBD.
- Complete the application via the application portal.

### Required information and documentation you will need to complete your application:

- Request and submit an authorized Board Member's acknowledgement and endorsement of the grant application. This is located at the end of the application and can be completed at any time prior to submission.
  - If your group does not have 501(c)(3)/501(c)(4) status and are applying as an unincorporated group, select a lead from the Governing Body to be the authorized representative.
- Your organization's bank account name and financial institution.
  - Provide your fiscal sponsor's financial institution information if applying with one.
  - Note: Grant checks cannot be made out to individuals. Grant checks must be made out to an organized group with a bank account.
- Complete the Income and Expense Tables
- A one paragraph summary (175 words max) that addresses the following in the third person paragraph form:
  1. Start date of project
  2. Mission of organization
  3. What your proposal seeks to accomplish

#### 4. What funding would specifically pay for

##### **Additional Requirements for 501(c)(3) or 501(c)(4) organizations**

- A list of all key participants involved with your project (include role, title, key responsibilities and demographic makeup)
- A list of the Board of Directors/Governing Body of your organization
- A copy of the organization's 501(c)(3)/501(c)(4) IRS determination letter
- A copy of your State of California Franchise Tax Board determination letter

##### **Additional Requirements for organizations applying with a fiscal sponsor**

- A list of all key participants involved with your project (include role, title, key responsibilities and demographic makeup)
- A list of the Board of Directors/Governing Body of your organization

Gather the following information from your fiscal Sponsor

- A Tax ID Number
- List of the Board of Directors of the organization that is acting as fiscal sponsor
- A copy of the organization's 501(c)(3)/501(c)(4) IRS determination letter
- A copy of your State of California Franchise Tax Board determination letter

##### **Additional Requirements for groups applying with Unincorporated status**

If your organization doesn't have 501(c)(3)/501(c)(4) status or a fiscal sponsor you may apply as Unincorporated, and must include the following information

- A list of all key participants involved with your project (include role, title, key responsibilities and demographic makeup)
- A list of the Board of Directors/Governing Body of your organization
- An Employer Identification Number (EIN)
  - You can apply for an EIN online at: <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>
- A brief paragraph of how your group operates with a charitable purpose



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# Racial Equity Fund of the County of Santa Barbara

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## General Information

Date: \_\_\_\_\_

Name of Organization or Fiscal Sponsor: \_\_\_\_\_

Provide a name for your grant request \_\_\_\_\_

Has this request received FSB Funding in the past?

No  Yes Date of last grant: \_\_\_\_\_

Requested Amount (not to exceed \$100,000): \$ \_\_\_\_\_

Length of Grant Request (12-months, etc.) \_\_\_\_\_

Brief statement of what the funds will pay for (in third person): \_\_\_\_\_

Issue Area(s): \_\_\_\_\_

Strategy(ies): \_\_\_\_\_

Constituency(ies) \_\_\_\_\_

Geography(ies): \_\_\_\_\_

Make Check Payable to: \_\_\_\_\_

Organization Address: \_\_\_\_\_  
Street (where grant agreement and check should be mailed) Apt/Ste/Unit #

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Tax Exempt Status

501(c)3  501(c)4  Unincorporated Tax ID #/ EIN: \_\_\_\_\_

Total Organizational Budget: \_\_\_\_\_

Project Budget Period \_\_\_\_\_ Fiscal Year \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
MM/YYYY MM/YYYY MM/YYYY MM/YYYY

Group/Organizational bank account?

Yes  No

If yes, what Financial Institution?

\_\_\_\_\_



**Contact Information**

First Name	Last Name	Title
Email		Phone #
Website		

**Disclaimer and Signatures**

We certify that the information in this application is true and accurate to the best of our knowledge and is submitted with the Board of Directors/Governing Body’s full knowledge and endorsement.

Name of Board President or Authorized Representative	Phone
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Email of Representative

<i>Do not sign</i>	<i>Do not sign</i>
Signature of Representative	Date

Name of Lead Staff or 2 <sup>nd</sup> Representative	Phone
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Email of Representative

<i>Do not sign</i>	<i>Do not sign</i>
Signature of Representative	Date

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# Application Narrative

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1. **Organizational History and Mission (250 words)**
2. **Keeping in mind the Racial Equity Fund's priorities as stated in the Guidelines, how is your organization addressing systemic racism? (250 words)**
3. **Describe how the funds will be used to enhance and address the root causes of issue(s) directly impacting historically marginalized and disenfranchised communities capacity?**
4. **Tell us if and how you are working with other organizations and how you would describe your relationship? (cooperating, collaborating, etc.)**
5. **Describe your organizational structure and governance. How are decisions made and priorities set for your group? How is your constituency involved in the decision-making process for your project?**
6. **What are your main objectives and the anticipated outcomes and how will you evaluate the effectiveness or impact of the project within your proposed timeline?**
7. **What resources, aside from funding, does your organization have access to? What resources, aside from funding, does your organization need? (i.e. volunteers, donated space / equipment, discounts, etc.)**
8. **If full funding is not available, what is / are your organization's highest budget priorities (i.e. can't do without)?**

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## Financial Information: Year 1

### Income and Expense Summary for Proposed Project Only

Income		
Source of Funds	Amount	Received, Pending or Denied?
<i>Racial Equity Fund</i>	\$	<i>Pending</i>
<b>*Total Income</b>	\$	

*\*(Must match total expenses below)  
 Please note this is a cash only budget (i.e. do not include in-kind donations)*

Expenses			
Expense Category / Item	Total Expense Amount	Amount Requested	Notes / Explanation
<b>*Total Expenses</b>	\$	\$	

*\*(Must match total income above)  
 Please provide detailed notes for each expense category (e.g. if staff position: hrs x rate x length of time.)*

Past Funding Sources for this project (i.e. grants, events & other fundraising activities). Please include dates & amounts:

# Financial Information: Year 2

## Income and Expense Summary for Proposed Project Only

Income		
Source of Funds	Amount	Received, Pending or Denied?
<i>Racial Equity Fund</i>	\$	<i>Pending</i>
<b>*Total Income</b>	<b>\$</b>	

*\*(Must match total expenses below)  
Please note this is a cash only budget (i.e. do not include in-kind donations)*

Expenses			
Expense Category / Item	Total Expense Amount	Amount Requested	Notes / Explanation
<b>*Total Expenses</b>	<b>\$</b>	<b>\$</b>	

*\*(Must match total income above)  
Please provide detailed notes for each expense category (e.g. if staff position: hrs x rate x length of time.)*

Past Funding Sources for this project (i.e. grants, events & other fundraising activities). Please include dates & amounts:

## Financial Information: Year 3

### Income and Expense Summary for Proposed Project Only

Income		
Source of Funds	Amount	Received, Pending or Denied?
<i>Racial Equity Fund</i>	\$	<i>Pending</i>
<b>*Total Income</b>	<b>\$</b>	

*\*(Must match total expenses below)  
 Please note this is a cash only budget (i.e. do not include in-kind donations)*

Expenses			
Expense Category / Item	Total Expense Amount	Amount Requested	Notes / Explanation
<b>*Total Expenses</b>	<b>\$</b>	<b>\$</b>	

*\*(Must match total income above)  
 Please provide detailed notes for each expense category (e.g. if staff position: hrs x rate x length of time.)*

Past Funding Sources for this project (i.e. grants, events & other fundraising activities). Please include dates & amounts: