

Capacity Building Grants 2013 Request for Proposals

The E. Richard Jones Family Foundation, Napa Valley Community Foundation and Napa Valley Vintners have combined resources to provide Capacity Building Grants to nonprofit health and human service organizations serving residents in Napa County. **The total amount available in 2013 is \$130,000.**

This program was initiated in 2004 as a pilot with a pool of \$25,000. Last year, the pool was \$155,000, and 48 applications were received, with requests totaling about \$350,000. We awarded 22 grants for a total amount of \$155,000.

Who and What is Eligible

501(c)3 public charities working in Napa County's health and human services sector only may apply. If you have questions about your organization's eligibility, please contact Julia DeNatale at 707.254.9565 x16 or email: julia@napavalleycf.org. Applications can be submitted in amounts from \$1,000 to \$7,500. The funds must be used for one-time assistance that will improve the capacity of your organization to conduct business. Examples include, but are not limited to: I/T equipment or start-up software; changes to existing business models or piloting new ones that would reduce expenses or increase revenues, or enhance capacity to deliver services; executive director transition planning; fundraising planning; board development; strategic planning. Projects must be completed within 12 months of funding. Projects must be concrete, practical and impactful. Requests for ongoing operating or program expenses, like personnel costs or annual software licensing fees, will not be considered.

How to Apply

Applicants should submit their request in Microsoft Word and Excel (for the budget) format via email to Julia DeNatale, julia@napavalleycf.org with copies to: Susan Duke at sduke@napavintners.com, and Stephanie Jones Bailey at stephanie@joneswine.com. PDF documents will not be accepted. The letter must state the amount requested and for what purpose it will be used. Requests must include a project budget (you are required to use the Capacity Grants budget form). Applications must not exceed one page; do not include attachments other than the budget. Please note: any applications that exceed one page, or do not use the Capacity Grants budget form, or applications that include attachments other than the budget, also will not be considered. Applications are due July 25, 2013.

Application Review and Decisions

A Capacity Grants review team consisting of one member of each of the funders will review and determine approval or denial of the grants. The team will consider the following when reviewing applications: eligibility of applicant and type of project; clarity of project rationale/need as well as approach; alignment of project scope with funds requested. Notification of the review team's decisions will be made no later than September 30, 2013.

Follow-Up and Reporting Requirements

Grantees will be required to submit a report that tells us the results of the project and how the funds were spent.

Please note that applications and grant reports may be posted publicly to reflect our value of transparency, and to encourage learning among grantees and future applicants, as well as members of the community at large.

Again, if you have any questions or need further clarification, contact Julia DeNatale at 707.254.9565, x16 or email: julia@napavalleycf.org.

Stephanie Jones Bailey
E. Richard Jones
Family Foundation

Julia DeNatale
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Susan Duke
Napa Valley Vintners