

No. 11	Letter of Request for Grant Funding Policy
Purpose/ Background:	The Commission awards funding through a mini and major grant application and award process in regular intervals for purposes and amounts determined by the Commission. At times, the Commission may consider a Letter of Request for Grant Funding outside of the regular application and award process.
Policy:	<p>This policy provides the guidelines related to a Letter of Request for Grant Funding outside the regular mini and major grant application and award process. Before applying, all applicants must be aware of the application requirements and process as outlined in the Letter of Request for Grant Funding Policy which may be obtained from the First Five Yuba (FFY) Commission's Executive Director.</p> <p>Proposals for funding must be in alignment with the Commission's current strategic plan and the Letter of Request for Grant Funding must include all items required in the Commission's current Major Grant Letter of Intent Guidelines, and include an Evaluation Plan and Scope of Work document provided by the Commission, with a justification and explanation for requesting funds outside of the Commission's regular application and award process.</p> <p>A Letter of Request for Grant Funding may not exceed \$10,000. In accordance with FFY Commission policies, a 5/7ths vote by all members is necessary to approve a Letter of Request for Grant Funding.</p> <p>Individuals or organizations wishing to submit a Letter for Request of funding should deliver the proposal to:</p> <p style="padding-left: 40px;">First Five Yuba 1114 Yuba St., Ste. 121 Marysville, CA 95901</p> <p>The completed Letter of Request for Grant Funding will be placed on the agenda for the FFY Commission's next regular meeting. The requestor must be present at the Commission meeting to address the Commission.</p> <p>Individuals or organizations submitting a Letter of Request for Grant Funding will be notified within 10 business days following any Commission action involving the Letter of Request for Grant Funding.</p> <p>Individuals or organizations with projects not approved for funding through the regular mini and major grant application and award processes may not bring those same projects before the Commission through a Letter of Request for Grant Funding for a twelve-month period commencing with the FFY Commission's action to deny the request for funding.</p>
Effective Date:	Adopted on June 25, 2009 in Marysville, California.
Modified:	June 4, 2010 in Marysville, California.