



The National Cheers Foundation Grant Procedures:
Tax Identification Number **46-1114986**

For National Cheers Foundation, giving our beneficiaries the help they so desperately need is our top priority. For our potential applicants, the grant process begins with reviewing the National Cheers Foundation Joie De Vivre Grant procedures and completing an application.

During the application process, each organization must supply the National Cheers Foundation with supporting documents for its needs, including financial statements, the reason for the request and at least two bids for each any item requested. Once the grant submissions are complete, and the grants are reviewed, our Grants team will conclude you've met our initial screening process. We interview all the potential beneficiaries. During interviews we learn about the scope of their work, and the impact they have on the health of women.

Choosing a group of beneficiaries from so many worthy organizations is daunting. We find ourselves wishing we could fund every request, and this pushes us to work ever harder on their behalf.

Our beneficiaries are a constant inspiration as well as the driving force behind our yearlong fundraising efforts that culminate with the annual Cheers Ball.

The window for requesting a grant is November, through January 31st annually. Please see the current application for specific submission deadlines and criteria for the current funding cycle. If you have questions after reviewing the online grant application (PDF or doc) and procedures, please contact us.

Questions about this application, the procedures, or the NCF grant process should be directed to either:

grants@nationalcheersfoundation.org

Anseth Richards (858) 361-2551 or email: ansethrichards@gmail.com



The National Cheers Foundation Grant Procedures:
Tax Identification Number **46-1114986**

1. National Cheers Foundation (NCF) will only fund specific, critically needed items that have a useful life of at least three years.
2. NCF does NOT fund individuals, salaries, training, warranties/service contracts, subscriptions, user licenses, items for distribution, bank/investment accounts, endowments, general/reserve funds or operating costs.
3. NCF does not make general contributions to building funds, only to rooms or buildings as part of the finished product. NCF does not fund the acquisition of real estate.
4. NCF will not fund existing obligations, deficits, debts, leases or reimbursements. NCF will not fund additional amounts beyond the current actual bids for estimated inflationary adjustments.
5. NCF, at its sole discretion, may fund items used within or outside of the County of San Diego, and for the benefit the inhabitants of or outside of San Diego County.
6. Any funds granted by NCF must be used for their intended purpose within 60 days of receipt. Proof of purchase is required; lack of proof may affect the organization's ability to apply for further NCF grants.
7. NCF will grant to only one arm of a multi-faceted or multi-programmed organization in any one granting period. However, NCF may, at its sole discretion, enter into a strategic partnership with such arm of a multi-faceted or multi-programmed organization and provide funds on a reoccurring basis.
8. NCF does not fund municipalities or government agencies; NCF is not affiliated with any governmental unit, political party, foreign organizations. NCF does not fund any political groups and/ or political parties.

Deadline for Applicants and Timetable of Events

Applications are due submitted on line or by mail with a **postmark no later than January 31**. Proposals may be mailed, however National Cheers Foundation holds no responsibility for mail delivery. If there is a concern, please consider sending your application by certified mail. Applications are to be mailed to:

5666 La Jolla Blvd. #181, La Jolla CA 92037.

A complete application with all three (3) copies included, is your first step toward success. After an in-depth review of all submitted materials, applicants who meet our procedures and have provided a completed application will be contacted by a National Cheers Foundation grant team to schedule an interview.



Please read the procedures and review the entire application carefully. If you have any questions regarding the nature of your request or the qualifications of your organization, please contact:

Anseth Richards (858) 361-2551 or email: ansethrichards@gmail.com

National Cheers Foundation Grants – Beneficiary Application

Deadline: Applications must be postmarked no later than January 31.

Thank you for your interest in National Cheers Foundation. After reviewing our guidelines, please read and follow these instructions carefully. **Your application will only be considered if all components are present for review. Missing items or fewer than three copies of each item requested will cause your application to be disqualified.**

Please include a total of three (3) Copies of the following:

___ This application form. This page is your cover sheet; please fill it out completely.

___ All questions “About Your Organization” answered - Feel free to use more pages to answer the questions.

___ Timing of your project is such that, if approved, you will be able to provide receipts for your intended purchase within 60 days of being funded.

Please Note: Failure to provide receipts will disqualify you from applying for a future NCF grant.

___ The item(s) is an approved NCF expense with a useful life of at least 3-years

___ Item will be housed and used within San Diego County

___ Two bids for each item requested – Bids must be directly from the vendor or vendor website.

___ A Summarization and Comparison of bids, matching exactly item for item for each bid (e.g. exact model numbers, etc.)

___ Roster of your Board of Directors (include title and contact information)

___ Most recent (within 2 years) fiscal year-end financial statements including:

1. Balance Sheet

2. Income Statement

3. Current Operating Budget. If your organization operates under a larger entity, provide current operating budget for specific organization that would benefit from grant request

___ Copy of your Federal Tax Determination Letter: 501c3 Letter

___ Copy of your California Franchise Tax Board Tax Determination Letter: 23701d Letter or Form 990

Contact Information

Name of Organization: *(Also list any other names used by your organization)*

Mailing Address:



Location for Site Visit: *(If different from mailing address)*

Phone:

Fax:

Email:

Website:

Title and Name of Person to Contact:

Amount Requested:

Item(s) Requested:

About your Organization and the Item(s) requested:

1. Give a brief (100 words or less) description of your organization.
Include: Date you were established, what needs you fulfill in the community, your reach in the community (i.e. how many people you serve – include age ranges)
2. What areas of San Diego County benefit from your organization
3. State your mission. *Please be concise, as we may use this information in NCF communications or press releases if your organization is approved for funding.*
4. Outline the specific use for the funds requested.
Include: Why the requested item(s) is a priority or urgent need critical to fulfilling your mission. What the timing is for your funding need
5. A brief description of the specific project that will benefit from these funds.
6. What is the scope of impact this project will have within our San Diego community?
7. How these funds will help aid in the growth or strength of your organization
8. When were you an established 501c3in San Diego County?
(Please be sure to include copies of your 501c3 and 23701d letters as outlined on Page 1 and in the grant guidelines.)
9. How did you learn about NCF?
10. Have you applied for a NCF grant in the past? If so, when and under what name?
11. Other than NCF, how would you hope to finance your request?
12. If this grant request is for only a portion of the total need to complete your project, please provide an explanation and support of additional funding sources.
13. If funded by NCF, to whom should the check be made payable?

Submit Your Application

This application may either be submitted online or by mail. Thank you for answering all items completely.

If sending by mail please include three (3) copies of all supporting documents to: *Application must be submitted or postmarked by January 31*

National Cheers Foundation

Att: GRANTS

5666 La Jolla Blvd

La Jolla, CA 92037



Once your application is complete and approved for a site interview, a National Cheers grant team member will contact you to arrange an interview.