



Infrastructure Fund Letter of Inquiry

INFRASTRUCTURE FUND: BUILDING PARKS AND PLAYGROUNDS

The Stewardship Council will target \$1,000,000 to support efforts to improve community parks and open space to make them more accessible, viable and safe for children and youth. Proposals will increase and/or greatly improve park infrastructure and will directly result in creating more welcoming environments.

The Stewardship Council intends to support proposals that have identified park projects that address articulated children and/or youth needs and that will result in long-term physical improvements that reduce barriers that keep children and youth from using the parks. The Stewardship Council will favor proposals that have identified other funding sources in addition to those of the Stewardship Council.

The Stewardship Council will consider proposals in all phases of building, from planning to final construction. Grants will be awarded during one funding cycle in 2008.

Infrastructure Grant Timeline

December 19: Request for Proposals Released

January 21: Application Available Online

March 14: Letter of Inquiry Due

April 14: Selected Organizations Invited to Submit Full Proposal

May 16: Full Proposal Due

November: Awards Announced

2007 Statistics

In 2007, 49 applications were submitted requesting a cumulative total of \$8.7 million. Applications were received from these geographic regions:

Region	Counties	#	%
Bay Area	Alameda, Contra Costa, Marin, Napa, San Mateo, Santa Clara, Solano, Sonoma	13	28%
San Francisco	San Francisco	5	10%
Sacramento	Sacramento	1	2%



Central Valley: North	Butte, Colusa, Glen, Placer, Shasta, Sutter, Tehama, Yuba, Yolo	3	6%
Central Valley: Central	Fresno, Madera, Merced, San Joaquin, Stanislaus, Yuba	13	28%
Central Valley: South	Kern, Kings, Tulare	3	6%
Mountain	Alpine, Almanor, Calaveras, El Dorado, Lassen, Mariposa, Nevada, Plumas, Sierra, Siskiyou, Tuolumne	1	2%
North Coast	Humboldt, Lake, Mendocino, Trinity	3	6%
South Coast	Monterey, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz	1	2%
Multi-region	Projects that affect participants in multiple counties	5	10%
Total		48	

Six grants were made; the average grant size was \$175,000.



ELIGIBILITY QUIZ

Prior to starting the application process, please make sure that your organization meets the minimum qualifications required to have your proposal considered by the Stewardship Council.

Is your organization: 1. a federally and California exempt organization under IRC Sec 501(C)(3)? 2. a public agency, school district, or a federally recognized tribe? or 3. a fiscally sponsored project of an exempt organization?

Has your organization been in operation for at least one full calendar year?

Do your programs serve youth within the geographic scope of the Stewardship Council in Northern and Central California?

Please review the [Population Density map](#) on our research and materials page of our website. Our geographic area is highlighted on this map.

Does your proposed project serve children and youth up to the age of 18?

If you answered "Yes" to all of the above you meet the minimum criteria for applying for a grant.



APPLICATION PROCESS

The application process for Infrastructure Fund grants has three steps.

Step 1

Contact the Stewardship Council and discuss your proposal for a potential Infrastructure Fund grant. This is a critical first step. The Stewardship Council views these grants as opportunities for collaboration between the Council and the field. This step is designed both to ensure that your ideas are in line with Stewardship Council goals and to help flesh out your ideas.

Step 2

Submit a Letter of Inquiry (LOI). The LOI must be submitted online.

Step 3

Submit a full proposal if your LOI is selected.

LOI APPLICATION:

CONTACT INFORMATION

If we have any questions during the review process, we may need to contact you to get additional information in a timely manner. Please provide the contact information for three people in your organization: 1. the primary grant contact. 2. the secondary grant contact. 3. the executive director. If any of your contact information should change during the course of the grant round, please contact us so that we may keep your information updated.

Primary Grant Contact

First Name

Last Name

Title

Address

City

State

Zip

Primary Telephone Preferred Format: (XXX) XXX-XXXX ext. XXX

Secondary Telephone Preferred Format: (XXX) XXX-XXXX



E-mail Address

Secondary Grant Contact

First Name

Last Name

Title

Address

City

State

Zip

Primary Telephone Preferred Format: (XXX) XXX-XXXX ext. XXX

Secondary Telephone Preferred Format: (XXX) XXX-XXXX

E-mail Address

Executive Director

First Name

Last Name

Title

Address

City

State

Zip

Primary Telephone Preferred Format: (XXX) XXX-XXXX ext. XXX

Secondary Telephone Preferred Format: (XXX) XXX-XXXX

E-mail Address



ORGANIZATION INFORMATION

Legal Name

Common Name, if applicable. As an example, our official IRS name is the Pacific Forest and Watershed Lands Stewardship Council, but we call ourselves the Stewardship Council.

Address

City

State

Zip

Primary Telephone Preferred Format: (XXX) XXX-XXXX

Secondary Telephone Preferred Format: (XXX) XXX-XXXX

Fax Preferred Format:(XXX) XXX-XXXX

Website Address

Year Founded

Organization Tax ID or School ID number

LETTER OF INQUIRY

The 1-2 page Letter of Inquiry (LOI) should include:

A description of the project you want the Stewardship Council to support - Describe the community need that your project will address. How will this project improve community parks and open space to make them more accessible, viable and safe for children and youth? How does your project meet the priorities of the Stewardship Council?

Please provide a brief timeline for this project, including significant milestones and tasks. Please include what has been accomplished to date, where you currently stand, and what is needed for project completion.

Background information about your organization, activities and operating budget.

The regions and youth population(s) your project serves.

Total amount requested from the Stewardship Council (up to \$200,000)

The LOI should be signed by your Executive Director (electronic signature is OK).

You are welcome to upload letters of support (not required at this stage).