

## **YBCBD Community Benefit Fund Guidelines**

### **Changes for FY20-21**

The coronavirus pandemic has quickly and significantly changed our environment over the past few months, greatly impacting our daily lives, neighborhoods, and economy. As a result, the YBCBD Board of Directors approved changes to the Funds approach and guidelines for the upcoming fiscal year. We will provide flexible support to help nonprofits headquartered in our neighborhood address the many challenges they are facing in light of Covid-19.

#### **Rationale**

The changes for FY20-21 were developed in accordance with the best practices for disaster grant-making which include:

- Support for long-term grantees that are most in need
- Offer general operating, rather than project-based support
- Provide rapid relief funds
- Streamlining application and reporting processes

The changes were also informed by the values of the Community Benefit Fund.

- ✓ The Fund will reflect YBCBD's mission, values, and goals, and grant awards will be complementary to, but not duplicative of, other YBCBD investments or support
- ✓ The Fund is committed to providing a transparent application and selection process, ensuring strong accountability to the community
- ✓ The Fund is designed to promote community collaboration and strengthen YBCBD relationships with its constituency and the community at-large

#### **Specific Changes for FY20-21**

##### **Criteria**

Only organizations that meet the criteria listed below will be invited to apply:

- Nonprofit 501c3 organizations **headquartered** in Yerba Buena District
- Current community partners of the YBCBD, having received at least one Community Benefit Fund grant since July 1, 2015 (FY15-16)
- Have an annual budget of less than \$5M

### Application Process

- Submit a one to two-page letter summarizing how the pandemic has challenged your organization's work, and how your organization will use up to \$15,000 from YBCBD to address these challenges
- Funds can be used for anything related to sustaining your organization and/or changing how you fulfill your mission and continue to serve the community

### Selection Process

Organizations that meet the criteria are invited to submit an application (one to two-page letter). **Initial proposals are due by July 17, 2020** for the first round of review. If funds remain after this time, additional proposals will be reviewed until all funds have been disbursed.

The Community Benefit Fund Committee will review applications and issue funding recommendations to the YBCBD Executive Committee and the YBCBD Board of Directors. No members of the Committee may be staff, board members, or have financial interests in the applicant organizations. Please see the YBCBD conflict of interest policy at [www.ybcbd.org](http://www.ybcbd.org) for more information.

### Question & Answer Session

We will host a Question & Answer Session on **Friday, June 26<sup>th</sup> from 11:00am-12:00pm via Zoom.**

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZUodu6vrzgiGtwTk7ueqo40dqZcxQDIj4qL>. After registering, you will receive a confirmation email containing information about joining the meeting.

If you're unable to attend, we encourage you to contact us to address any questions you may have. Please feel free to contact YBCBD Executive Director Cathy Maupin at 415.644.0728 x 2 or [cmaupin@ybcbd.org](mailto:cmaupin@ybcbd.org).

### Grant Reporting Requirements

Awardees are asked to submit a summary report no later than one year after the grant award.

Please include the following information in your report:

1. In what ways did the grant funding enable your organization to respond to the pandemic?
2. How did you spend the grant funds?