Thank you for your interest in CSF’s Fall Grant Cycle. This year we mark 35 years of distributing over $200,000 to 200+ groups and individuals - for the empowerment and betterment of our communities. These local grant dollars come from donations and **Rounding Up** at the Olympia Food Co-op. We look forward to support worthy applications - and our collective potential!

**How to Apply**

* Read this Cover Sheet & fill out the Grant Application (below) in its entirety
* Submit Grant Application via [thurstoncsf@comcast.net](mailto:thurstoncsf@comcast.net)
* Email submissions strongly preferred but paper applications accepted when mailed to 2103 Harrison Ave NW #2715 Olympia WA 98502 by the deadline noted below

**Important Dates & Details**

*Funding Amounts: Applicants may request up to $1,500*. CSF’s funding pool is limited. Please request funding for only what you need. This ensures dollars are spread for greater positive impact in our communities.

**October 1:** Grant Round Opens

**November 11:** Grant Applications Due (accepted up to 11:59 pm – no exceptions)

**November 23**: In-person Grant Applicant Interviews (approx. 9 am-1 pm)

* Applicants that meet CSF’s minimum criteria are scheduled for 15-minute interviews on November 23. Please ensure that at least *one representative* from your project can attend as the verbal interview is an integral part of our decision-making process.
* Final consensus-based funding decisions are made following grant interviews, and award checks are distributed soon thereafter. All applicants will be notified of either award or denial of funds.
* By cashing a CSF award check, applicants agree that all funds will be used in service of the grant for which they applied, and within the established timeline. If an amendment, postponement, or termination of the project is inevitable, CSF must be notified immediately. Applicants who do not complete the funds projects will return the award grant to CSF for community re-disbursement.
* CSF requires all funded projects to provide a Grant Completion Report within 30 days of the completion date specified on the application.
* CSF requires all funded projects to fill out a Grant Completion Report within 30 days following the end of the project.
* Please note CSF policy allows previous grantees to apply again, if: 1) it must be at least one year since receipt of a prior grant award, and 2) applicant must have filed a Grant Completion Report from any previous grant project, and 3) he Grant Completion Report must confirm successful completion of project and distribution of CSF funds.
* Please reach out [thurstoncsf@comcast.net](mailto:thurstoncsf@comcast.net) with any questions!

**General Grant Criteria**

TheCSF, a Washington state registered non-profit corporation, provides grant funding for progressive, community-oriented projects across all of Thurston County. Grants are awarded for organizational needs such as but not limited to *start-up funding, public outreach, training, equipment, and special projects*. CSF realizes that most applicants will neither be involved in all these activities, nor fit all the criteria listed below. Hence, the CSF treats all applications as case-specific and unique.

## CSF considers applications which:

* Are developed and led by residents of Thurston County within the County
* Operate in a democratic, nondiscriminatory manner which is responsive to the constituency served
* Actively pursue cultural diversity in group composition
* Actively work toward a more just and equitable world of ecological and economic balance and personal and social responsibility

## CSF will generally not fund:

* Direct social service projects that are, or can be, funded by traditional funding sources (i.e., government agencies, United Way, major foundations, etc.)
* One-time artistic or cultural events that do NOT include community organizing or development as part of the work
* Ongoing organizational operating costs. You can request one-time operating (bridge) funding— see the question in the budget section of the application below

**CSF seeks to fund groups working in the following topical areas:**

|  |  |
| --- | --- |
| **Social Justice**  (people >> people) | Racial Equity, Youth, LGBTQIA, Domestic Violence, Native Peoples, Elderly, Parenting & Child Care, Civil Liberties, Disarmament, Foreign Affairs |
| **Community Building**  (people >> society) | Education, Economics, Communication, Arts & Culture, Public Health, Health Care, Transportation, Housing & Homelessness, Grassroots Democracy, Unemployed, Underemployed & Working Poor, Labor Issues, Spirituality, Sustainability |
| **Environment**  (society >> environment) | Environmental Defense, Agriculture, Animal Rights, Land Use Planning, Forestry, Energy, Water Quality, Waste & Recycling, Environmental Racism, Endangered Species |

## CSF is most interested in those groups that express the following:

|  |  |
| --- | --- |
| Values  * Material simplicity * Participatory democracy * Community-oriented economics * Ecologically conscientious society * Nonviolent forms of conflict resolution * Respect for human dignity and diversity * Connect local activities with broader social change issues * Inclusive of people with varying political, social, and cultural backgrounds  Strategies and Activities  * Work to introduce new people to ideas of social change * Organize people to participate in social change activities * Promote cultural and artistic activities that encourage social change | Organizational Approach  * Encourage collaboration with other social change groups * Effectively reach and build an organization responsive to the community * Work to make power relationships equitable within their group and issue area  Long Term Goals  * Develop and implement long-range strategies and goals * Advance a self-sustaining financial plan based on realistic sources of revenue * Pass on skills and expertise to increase the body of local and regional organizers |

Please Know the Community Sustaining Fund Board **Welcomes Additional Participation Support   
From Our Extended Community**

For more information about us:

<http://oly-wa.us/csf/index.php>

[Facebook](https://www.facebook.com/Community-Sustaining-Fund-of-Thurston-County-148414545890/?ref=bookmarks)

We gratefully accept donations through the PayPal icon via the home page of our [website](https://oly-wa.us/csf/index.php)

**Please Remember To “Round-Up” Your Purchases** While shopping at either   
the Westside or Eastside   
Olympia Food Co-Ops

<https://olympiafood.coop/>

**Community Sustaining Fund of Thurston County**

**Grant Application**

Please attempt to confine your answers to the available space, and   
send completed application via email file attachment to: [thurstoncsf@comcast.net](mailto:thurstoncsf@comcast.net)

**PART 1: GENERAL INFORMATION**

Project Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Group or Individual Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Coordinator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone (w) \_\_\_\_\_\_\_\_\_\_\_ (cell) \_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternate Contact \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone (w) \_\_\_\_\_\_\_\_\_\_\_ (cell) \_\_\_\_\_\_\_\_\_\_\_\_

Organizational Status:

\_\_ Tax-exempt Organization \_\_ Unincorporated Group

\_\_ Individual \_\_ For-Profit Business

Previous CSF Grant Recipient? If yes, when? \_\_\_\_

### Total Amount Requested from CSF $\_\_\_\_\_\_\_\_\_\_\_\_

#### Project Dates: Begin \_\_\_\_\_\_\_\_\_\_ End \_\_\_\_\_\_\_\_\_\_\_

Federal ID Number of Group (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CSF would like to have the ability to share this application with local community groups involved with the issues it addresses. If you would prefer to keep this application confidential, please indicate here \_\_\_\_\_\_.

**Project Coordinator Signature Date**

**How did you hear about our organization?**

\_\_ Co-op \_\_ Word-of-Mouth

\_\_ Internet \_\_ Other? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PART 2: INTRODUCTION – APPLICANT**

1. Please provide a brief description of your group, or a history of related activities if an individual applicant.
2. Describe your project (when it started, what you want funded, community need, etc.)

##### PART 3: FINANCIAL INFORMATION

1. Please fill out this budget matrix completely.

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget Item** | **Priority:**  **high, medium or low** | **Requested from CSF** | **Total Budget for Project** |
| Stipends |  |  |  |
| Office Supplies |  |  |  |
| Postage |  |  |  |
| Printing/Copying |  |  |  |
| Phone |  |  |  |
| Equipment |  |  |  |
| Other  1.  2. |  |  |  |
| **Totals:** | |  |  |
| Total Organizational Budget for Current Year: | | |  |
|  | | | |

1. Any Additional Budget Information?
2. If you are requesting one-time operational/bridge funding, please answer these additional questions:
   1. What factors have influenced your decision to seek grant funding for operations?
   2. What have you done or are doing to solidify the financial sustainability of your organization or project?
   3. How critical is your need for operational dollars and what would happen if you do not get them?

**PART 4: PROJECT INFORMATION**

1. How does your project directly relate to CSF funding criteria?
2. What is your project timeline (include specific beginning and end dates)
3. How will you determine if your project is working and whether its goals were accomplished?
4. In what ways will you let the greater community know about your project outcomes and those funding the project?
5. Will you assist / support CSF in mutually supportive outreach activities?

**PART 5: ORGANIZATION/GROUP INFORMATION**

1. CSF is committed to supporting those that include social/racial equity goals in their social change work. Describe your group’s present composition.
2. Do you interact with others working on similar issues? If so, who? Describe how you will work with other individuals and groups.
3. List name and contact information (email or telephone) of **two** references familiar with your work, but **not** a part of your group, nor board members of CSF.
4. Please add anything that will help us better understand your group and/or this project. If you attach any information to the application, please list here.   
   note: submissions and attachments will **not** be returned.

thank you for completing this application Rev. 9.24

in order to enable greater community collaboration, would you like to have   
your contact information shared with others?

YES \_\_\_\_\_\_\_\_\_\_\_ NO \_\_\_\_\_\_\_\_\_\_\_\_\_