

Guillermo J. Valenzuela Foundation

2017 Funding Guidelines and Application

MISSION

The Guillermo J. Valenzuela Foundation is dedicated to improving the health of underserved communities in Southern California's Inland Empire, San Bernardino and Riverside Counties.

The Foundation works to expand access to health care and improve quality care through research, education, grantmaking, programs, and partnerships.

The Foundation's current priorities are:

A) **Women's Health:** Because women are the backbone of their families and our communities of the Inland Empire, ensuring they have access to providers and services is a priority of the Foundation.

B) **Increasing the Number of Medical Providers Committed to Practicing in the Inland Empire:** Because the underserved communities in Southern California's Inland Empire lack adequate networks of primary and specialty providers who live and work in our neighborhoods, increasing the number of Doctors of Medicine, Doctors of Osteopathic Medicine, Nurse Practitioners, and Physician's Assistants is another priority of the Foundation.

VISION

Expanding health care access and improving health outcomes contributes to self-determination, quality of life improvements, and increased opportunities for underserved communities in the Inland Empire.

ELIGIBILITY

The Valenzuela Foundation considers proposals requesting general operating or specific project support for work in the Inland Empire - San Bernardino and/or Riverside Counties - that align with the mission and vision described above. Eligible organizations must be tax-exempt under section 501(c)(3) of the Internal Revenue Code. Emerging and developing as well as established programs / projects / organizations are eligible for funding. The 2017 grant cycle will provide one year grants of varying sizes.

The Guillermo J. Valenzuela Foundation will accept applications **By Invitation Only**. If you are interested in applying, please contact Lina Paredes at Lina@gjvfoundation.org or 888.208.0547 to discuss your proposed request or for any questions regarding the application process,

The Valenzuela Foundation does not support:

- projects that only serve communities outside San Bernardino or Riverside Counties
- individual efforts or scholarships
- private businesses or profit making ventures
- direct union organizing
- electioneering for candidates for public office

GRANTMAKING PROCESS

Proposals will be reviewed carefully by foundation staff. Applicants may be asked to answer additional questions and/or may receive a scheduled site visit.

The Valenzuela Board of Directors makes final decisions. Grants will be announced in early July 2017. All decisions are final and may not be appealed.

Funded organizations will receive written grant agreements that must be signed and returned to the Guillermo J. Valenzuela Foundation. A final report will be due at the end of the grant period.

APPLICATION INSTRUCTIONS

Submit a completed application from your organization that includes the following:

I. COVER SHEET

Fill out the attached Cover Sheet completely.

II. WORK PLAN

Complete the attached Work Plan and indicate specific dates in your timeline for the **August 2017 to July 2018** grant period.

III. BUDGET SHEET

Complete the attached Budget Sheet.

IV. NARRATIVE

Please provide responses to the Application Narrative questions.

V. ATTACHMENTS

SUBMISSION INFORMATION

Please submit your completed Cover Sheet, Work Plan, Budget Sheet, and Narrative (proposal) by email to Lina@gjv-foundation.org. Also, please send hard copies of all attachments along with a copy of your proposal to:

Lina Paredes
Guillermo J. Valenzuela Foundation
170 E. Yorba Linda Blvd., #418
Placentia, CA 92870

Please note we **do not** accept proposals by fax.

You will receive acknowledgment of receipt of your application by email.

Valenzuela Foundation Application Narrative

Please answer the following questions. Your answers are not to exceed 3 pages: 8½" x 11" single-spaced, 11-point and 1-inch margins.

Organizational Description

1. Briefly describe your organization's mission and history.
2. What issues are you addressing?
3. What are your core programs and services? How do your services meet the needs of your community?
4. What is your organizational structure?
5. What organizations do you work closely with and in what capacity?

Guillermo J. Valenzuela Foundation Grant Request

6. Please describe your grant request:
 - a. What need(s) are you looking to address?
 - b. How will you address the need(s)?
 - c. Please indicate the total funds needed to implement the project and the amount requested from the Valenzuela Foundation. If applicable, indicate other sources of funding – both committed and pending.
7. How does your request align with the Valenzuela Foundation mission and vision?
8. What are your expected outcomes?

Valenzuela Foundation Attachments

Please submit the following documents with your application:

- Verification of your IRS tax-exempt status
- Articles of Incorporation
- Most recent financial or Audit Statement
- Most recently filed Form 990
- Organizational chart
- Roster of your current governing board
- Roster and brief biographies of your staff leadership