



## CCCU COMMUNITY INVESTMENT PROGRAM GRANT APPLICATION GUIDELINES

On behalf of our valued members, volunteer Board of Directors, management and staff, Coast Central has committed \$300,000 this year, in two equal grant rounds, to assist a variety of community groups and organizations in their efforts to improve the quality of life in Humboldt, Del Norte and Trinity counties. Individual grants generally range from \$3,000 to \$25,000.

### What projects are prioritized for grants?

- ❖ Potential positive impact our grant would have on a group or organization's project
- ❖ Number of individuals positively impacted by our support
- ❖ Community projects that are already in progress (i.e. not still in the concept stages)

### Who is eligible to apply?

- ❖ Organizations located within our service areas in Humboldt, Del Norte, and Trinity counties, **and**
- ❖ Nonprofit organizations with tax-exempt status under Section 501(c)3 of the IRS, **and**
- ❖ Public benefit organizations (public schools, government agencies, Indian Tribal Governments), **and**
- ❖ Community groups that have a fiscal sponsor that meets 1 or 2 above.

*Note: tax exemption will be verified prior to consideration.*

### Who/What is not eligible?

- ❖ Organizations that are political, highly controversial or religious in nature
- ❖ Projects for salaries, deferred maintenance, or annual operating costs

### What if my project is selected?

- ❖ You'll be notified approximately 6 weeks after application deadline
- ❖ You'll be reimbursed after incurring the expenses and providing receipts, purchase orders, or formal estimates within 1 year following notification.

### What is the application deadline?

- ❖ **Completed applications must be received by 5 pm via email to [marketing@coastccu.org](mailto:marketing@coastccu.org) on:**
  - **Spring Round - February 28**
  - **Fall Round - August 31**

**(or the first business day following)**

- ❖ **Applications may also be mailed or delivered to:**

Coast Central Credit Union  
Marketing Department  
2650 Harrison Avenue  
Eureka, CA 95501

### What if I have questions?

- ❖ Please contact VP Marketing & Communications Colleen Toste at (707) 445-8801, ext. 1309, or [ctoste@coastccu.org](mailto:ctoste@coastccu.org).

**Thank you for the positive impact you make on our communities!**



CCCU COMMUNITY INVESTMENT PROGRAM  
APPLICATION

Date of Application: \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_

**PROJECT INFORMATION**

Program/Project Name: \_\_\_\_\_ Total Project Cost: \$ \_\_\_\_\_

This grant would provide the following for the project (*please be brief and clear*):

\_\_\_\_\_

Number of individuals who would directly benefit from this grant: \_\_\_\_\_

Number of individuals served on an ongoing basis: \_\_\_\_\_

Organization Name: \_\_\_\_\_ County: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**LEGAL APPLICANT INFORMATION**

Legal Name of Tax Exempt Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Executive Officer: \_\_\_\_\_ Title: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Tax ID #: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

**CHECKLIST**

Please submit the following with your application:

- Project Narrative (one page maximum)
- Program Budget – (see attached)
- Tax Exempt Documentation



**CCCU COMMUNITY INVESTMENT PROGRAM**

**TOTAL PROJECT BUDGET**

Anticipated budget for the **Project** (include how grant funds will be spent).

Specific Expenses	Amount requested from CCCU	In-kind donations	Other funding sources		Total Budget
			Amount	Source	

**EXAMPLE:**

Expense	Amount requested from CCCU	In-kind Donations	Other funding sources		Total Budget (add all columns)
			Amount	Source	
Building Materials	\$3,500	\$1,500	\$6,000	Contractor	\$11,000
Project Labor	0	0	0	5 Volunteers	0
Travel	\$1,500	0	0		\$1,500
Food	0	0	\$2,000	Foundation	\$2,000
<b>TOTALS:</b>	<b>\$5,000</b>	<b>\$1,500</b>	<b>\$8,000</b>		<b>\$14,500</b>