

Tri-County Blood Bank 2025

Community Foundation for Monterey County

Grantwriting Tips and Instructions

1. Be clear and concise in your responses.
2. If you need to leave this form and return later, scroll to the bottom of the page and click "Save Application" before logging out.
3. Have someone review your document to ensure clarity. If they have questions, so will our reviewers.
4. Watch character count limits on the narrative response questions. The character counter is below each narrative box and the total count **INCLUDES SPACES**.
5. The character counts are maximum limits. You are not required to use all the space.
6. You may download a printer-friendly PDF of your application by clicking the "Application Packet" link at the top of this page.

Contact Janet Shing with any questions, janet@cfmco.org or 831.375.9712 or 754.5880 x137.

Community Foundation for Monterey County (CFMC) does not prohibit the use of Artificial Intelligence (AI) with its application-based grant requests. If grantseekers use AI tools to prepare their grant proposals, CFMC encourages the following:

- The grantseeker to proofread the proposal/report before submission;
- The incorporation of the organization's voice; and
- Including local data and information to personalize and support their statements.

Grant Request

Program Name*

Note if you would like to be considered for a three-year grant, for example, "Reimbursement of blood and blood product expenses over three years".

Character Limit: 100

Requested Amount*

Enter your total request, for example, \$5,000 for one year, or \$15,000 for three years (\$5,000 per year).

Approximately \$15,000 is available annually. If awarded a multi-year grant, you will be asked for the amount of unreimbursed expenses for the following year in the annual report.

Character Limit: 20

By submitting this application, we confirm that we understand that only costs of blood or blood products furnished to uninsured patients who are residents of Monterey County can be considered. We are requesting funding to reimburse these expenses, and have included an accounting sufficient to substantiate this amount. We further understand that applications that bundle other unreimbursed costs of care (such as nursing, hospital room, IV equipment, technician time, etc.) together with the direct cost of the blood or blood products will NOT be considered.

Unreimbursed Blood Expenses*

During your most recent fiscal year, what were your total **unreimbursed** direct costs to purchase blood or blood products?

Character Limit: 20

Explanation of Calculation Methods*

Briefly explain the methods used to calculate the unreimbursed direct costs of blood or blood products for uninsured patients.

Character Limit: 1000

Organization Information

Mission Statement

Respond only if there has been a change since your last grant request.

Character Limit: 1000

Organization Budget (current fiscal year)*

Character Limit: 20

Board of Directors*

Upload or list all current board members including their city of residence and profession/expertise.

Character Limit: 3000 | File Size Limit: 2 MB

Organization Agreement

Grant applications are due by **5:00 pm, October 3, 2025 or earlier**.

We, the undersigned, certify that the practices of this organization conform to the non-

discrimination policy as follows. This organization does not discriminate in its employment practices, volunteer opportunities or delivery of programs on the basis of race, religion, gender, national origin, age, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law.

We, the undersigned, hereby state that the information presented in this application is complete and factual. By typing our names below and submitting this application, we confirm our authority and have notified and secured approval from all parties. We hereby agree that funds, if granted, will be used only for the purpose described above unless written approval from the Community Foundation for Monterey County is received.

THREE-YEAR GRANT AGREEMENT example

A grant from the Community Foundation for Monterey County (CFMC) is to be used only for the purposes described herein and is subject to the grantee's acceptance of the conditions specified below. Reviewing the grant agreement now will expedite payment IF a grant is approved.

Grant Period: December 1, 2025 - November 30, 2028

Annual Report Due: October 31, 2026

Final Report Due: October 31, 2027

Purpose and Use of Funds: This grant is being made in response to the proposal submitted. No changes may be made in timing or budgetary use of the grant funds without the CFMC's advance written approval.

Required Reports: Organizations receiving a multi-year grant are expected to submit a progress report, through this online grants manager as scheduled. We ask for an update on the previous year's unreimbursed costs through these annual reports. The organization is responsible for maintaining records of grant funds received and the expenses incurred until all grant requirements have been fulfilled and will provide additional detail to the CFMC in a reasonable time should it be requested. Inability to submit completed, timely reports may affect future eligibility for future grants.

Details regarding a grant, including annual report due dates, are saved in your online account. Email correspondence is used through our online grants manager. It is your responsibility to keep your online account and contact information current by informing us of any changes. More information is available in the Overview Guide to using our online grants manager at <https://cfmco.org/grant-opportunities/apply-for-a-grant/>

By submitting this grant request, we acknowledge that we understand and agree to the terms and requirements of this grant.

Name of Authorized Board Member*

Character Limit: 100

Name of Executive Director or Other Authorized Representative*

(Second person, different than above)

Character Limit: 100

Title*

Character Limit: 50

Use this space for any optional comments or explanations regarding this grant application.

Character Limit: 2000