

# The Banks Family Foundation

## Guidelines

The Banks Family Foundation provides grants to organizations and agencies located in Northern Alameda County. The Foundation is interested in providing funding for programs that directly serve the health, education and welfare of youth.

The Foundation does not consider applications that:

- Request funding for an individual or family
- Request funding for capital campaigns
- Request funding for special events/trainings

1. All new grant requests are limited to organizations located in Northern Alameda County, California.
2. All applicants must have tax-exempt 501(c)(3) status as a non-profit organization as defined by the Internal Revenue Service.
3. The Foundation's focus is on programs that benefit the health, education and welfare of children in Northern Alameda County.
4. Grants may range from a few hundred dollars up to \$10,000. In unique circumstances, we would consider a more significant grant for a program having a major impact in our areas of interest.
5. Organizations are limited to two grants in three calendar years.

## Application

The Banks Family Foundation accepts grant applications on a continuous basis. Grant disbursements are made twice yearly. The applications must be consistent with the mission and guidelines established by the Trustees. The Trustees appreciate applications that are concise and accurate.

Grant disbursements are scheduled to be made twice yearly on January 15 and July 15. Applications should be received by November 15 and May 15 by mail.

**If you have any doubts that there may be a fit between the Foundation and your organization, please first send a letter of inquiry.**

Applications must include the following information:

1. A summary paragraph describing the request and the amount of funding you are seeking.
2. General agency/organization information
  - a. Name of organization
  - b. Description of the organization (who you are and what you do)
  - c. Current roster of staff and board of directors
  - d. Copy of the most recent financial statements
  - e. A copy of the IRS 501(c)(3) ruling
3. Proposal
  - f. What is being requested?
  - g. What is the purpose of the request?
  - h. Provide a project/program budget
  - i. Provide other potential or confirmed funding source
4. Applications should be sent to:

Banks Family Foundation  
P.O. Box 10287  
Oakland, CA 94610