

HARRIET H. SAMUELSSON FOUNDATION

GRANT CRITERIA

INTRODUCTION

The Harriet H. Samuelsson Foundation (“Foundation”) is pleased to accept unsolicited applications for support. Most grants are for partial funding of a specific project for a limited time.

MISSION STATEMENT

The mission of the Harriet H. Samuelsson Foundation is to:

1. support organizations providing services for the betterment of the health, education, guidance, or welfare of children or adolescents (“defined as children younger than age 18, and referred to collectively as “youth”) residing in Ventura County, California;
2. support organizations engaged in cancer research; and
3. support St. John’s Regional Medical Center, located in Oxnard, California, to be used exclusively for the purchase, maintenance, and support of fetal monitors.

FOCUS OF FOUNDATION GRANTS

The Foundation will use its resources to support programs that:

1. Further the mission of the Foundation
2. Leverage future impact on the organization and community, and
3. Are creative, innovative, and efficient.

USE OF FUNDS

Grants may be used for:

1. Operating expenses
2. Capital expenses
3. Programs and projects

GRANT CRITERIA

A. GRANT AMOUNT

1. Maximum grant amount. In each of the Foundation’s fiscal years, the maximum grant to any one grantee shall not exceed \$150,000.
2. As a general rule, the Foundation will not fund more than 30% of the anticipated cost or budget of any project, program or capital acquisition.

B. FREQUENCY OF GRANTS

1. Single-year grants are preferred. Multi-year grants may be permitted, but shall not exceed three years. In general, the grant amount in a multi-year grant will be less in each of those years than in the year preceding.
2. Applicants for multi-year grants may be required to identify the anticipated sources of future funding and will be required to demonstrate appropriate use of the grant proceeds and attainment of previously agreed to benchmarks or performance goals after the first or subsequent years, before further installments are paid.
3. Unless otherwise approved by the Trustees, single-year grants for the same program may not be renewed after the third consecutive year, unless there is a one-year break after which the grantee may resubmit for consideration. This limitation shall not, generally, apply to grants to Boys & Girls Clubs. The Foundation may fund the same grantee for a new and/or different program for more than three consecutive years.
4. An applicant may submit one grant application per year.

C. GRANT AGREEMENT

1. Grantees must sign a grant agreement, which sets forth the terms and conditions of the grant. The grant period shall be a 12 month period for all grants unless the grant is approved with a specific project period.

D. REPORTING REQUIREMENT

1. Grantees shall be required to submit a report to the Foundation on the use of the grant funds and the status or progress of the project or program for which the Grant was given at ten (10) months after the date of approval of the grant. If a grant is approved with a specific project period, then the grant agreement must state the same specific grant period, and the progress report due date should be determined according to the project end date.

E. ORGANIZATIONAL REQUIREMENTS

1. Permissible grantees shall qualify as a public charity, organized and operated under Internal Revenue Code sections 501(c) (3), 170(b)(1)(A), 2055, and 2522;
2. Except for grants to organizations that provide cancer research, all grants shall be used within Ventura County. The organization may be located outside Ventura County, provided the benefits are directly for the youth residing in Ventura County. If the Foundation chooses to fund scholarships through Ventura County based organizations, the proceeds can be used by the recipient at any accredited educational institution, even if outside Ventura County.

F. APPLICATION PROCEDURE AND PROCESS

1. An initial Letter of Inquiry must be submitted by Internet to the Foundation on the Foundation's website (www.samuelssonfoundation.org) using the approved online form, containing the information listed below. Only one Letter of Inquiry will be considered from an organization each year.
 - a. The name, address and other contact information of the organization and responsible employee or officer in charge of the application.
 - b. Federal Identification number and description of its tax status (public charity, private operating foundation, private non-operating foundation).
 - c. Amount of the request, any special requirements on timing, and the funding period of the Grant.
 - d. Total budget for the proposed project or program for which the Grant is being sought.
 - e. Total budget for the Applicant, and the amount of contributed private (non-governmental) support.
 - f. One paragraph description of the proposal, intended use of the funds, and how the request will further the mission of the Foundation.
 - g. A copy of IRS 501(c)3 Determination Letter and a copy of IRS Form 990 for the most recent completed fiscal year must also be submitted online with the Letter of Inquiry.
2. The Applicant will be informed whether the Foundation will invite a Grant Application. The Grant Application must also be submitted online on the Foundation's website and must be completed in all respects. Incomplete applications will be declined.
3. The Foundation approves grant requests in two cycles: Fall and Spring. Letters of Inquiry to be considered for the Fall cycle must be submitted by March 31. Letters of Inquiry to be considered for the Spring cycle must be submitted by September 30.