

## Share the Spirit 2020 Grant Parameters

Organizations eligible for grant funding are 501(C)3 nonprofits, schools, and other public entities located in or serving the communities in Alameda and Contra Costa Counties.

To be considered, requests must:

- Include story topic for publication in Bay Area News Group Media

Share the Spirit **WILL** consider grant requests for:

- Existing programs, expansion of program, and projects that are time-limited in nature.
- New programs/organizations that demonstrate clear and relevant goals.
- Programs and educational activities that seek to build capacity.

The Share the Spirit program generally **WILL NOT** consider grant requests for:

- Programs/projects outside the priority areas or taking place outside the Alameda and Contra Costa County area.
- Grants to individuals, businesses, or private foundations.
- Endowment, capital campaigns, or support for fundraising events.

The Share the Spirit program is interested in funding initiatives/organizations that:

- Provide excellent story topics to highlight good work of individuals and/or organizations, with special consideration given to submissions with specific program beneficiary willing to be interviewed by Bay Area News Group.
- Expose readers/influencers to community needs and specific populations; organizations with social media and digital abilities and demonstrated reach.
- Represent diverse populations and geographic areas within Alameda or Contra Costa Counties.
- Impact/create a favorable perception of the nonprofit sector.
- Create meaningful impact for residents of Alameda and Contra Costa Counties, including but not limited to addressing relevant areas of: systemic racism, COVID19 impact, homelessness.

### SELECTION PROCESS

Applications Accepted	Review Date	Funds Released/Notification	Report Date
August 1 -16, 2020 <b>OR</b> when application cap (80) reached	September 2020	Notification: September 21, 2020 Funds released: October 1, 2020	February 5, 2021, by 12:00 p.m. (noon)

### GRANT REQUIREMENTS

By accepting grant funds from Share the Spirit, grantee agrees to:

1. Generate story ideas regarding individual participants and organizational activities for coverage by the Bay Area News Group media outlets.
2. Collaborate with Bay Area News Group personnel in producing these stories. ALL grantees must have an organization contact available throughout the month of October to coordinate with journalists.
3. Sign and return grant agreement form by posted date.
4. Provide a final status report by the posted date. Report filed online, or may be emailed to: [sharethespirit@crisis-center.org](mailto:sharethespirit@crisis-center.org).
5. Verify funds granted were *used as specified in application* for clients in Alameda or Contra Costa Counties.
6. Post to social media re: Share the Spirit (some content will be provided if needed) approximately 1 post per week, mid-October through December.
7. Acknowledge Bay Area News Group, East Bay Times, and Contra Costa Crisis Center as a project funding source in all relevant press releases, announcements, articles, etc. In addition, Share the Spirit logo and hashtags will be used as appropriate.



Share the Spirit 2020  
**SAMPLE** Grant Agreement Letter  
(TO BE COMPLETED IF FUNDED)

I have reviewed and agree to the Share the Spirit 2020 grant requirements.

I understand that meeting the grant requirements is essential for eligibility to apply for funding in 2021.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Date:

Grant Amount:

Agency Name:

Executive Director Name:

Address:

Telephone:

Email:

This form (original or scanned copy accepted) to be returned by October 30, 2020 via email, or mail to:

Contra Costa Crisis Center  
Attention: Dee Dee Robillard

Email: [sharethespirit@crisis-center.org](mailto:sharethespirit@crisis-center.org)  
Street Address: 307 Lennon Lane, Walnut Creek CA, 94598  
Post Box: POB 5498, Walnut Creek, CA 94596