



Share the Spirit 2022 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 and operations, expansion of programs, 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.
- 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 participants willing to be interviewed by Bay Area News Group/East Bay Times.
- Expose readers/influencers to community needs and specific populations.
- Represent diverse populations and geographic areas within Alameda or Contra Costa Counties.
- Create meaningful impact for residents of Alameda and Contra Costa Counties, and reflect well on the nonprofit sector.
- Address priority areas including systemic racism, climate change, unsheltered residents, food insecurity, community activism

SELECTION PROCESS

Applications Accepted	Review Dates	Notification	Report Date
August 1 -16, 2022 OR when application cap (80) reached	September 2022	Notification: September 2022 NOTE: Grant funds will not be distributed until MARCH 2023	June 9, 2023, 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 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 and respond in a timely manner.
3. Sign and return grant agreement form by posted date.
4. Provide a final status report by the posted date, June 9, 2023.
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 and/or East Bay Times as a project funding source in all relevant press releases, announcements, articles, etc. In addition, grantees should use the Share the Spirit logo and hashtags as appropriate.



**SAMPLE Grant Agreement Letter
(TO BE COMPLETED IF FUNDED)**

Share the Spirit 2022

I have reviewed and agree to the Share the Spirit 2022 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 and respond in a timely manner.
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7. Acknowledge Bay Area News Group and/or East Bay Times as a project funding source in all relevant press releases, announcements, articles, etc. In addition, Share the Spirit logo and hashtags used as appropriate.

I understand that meeting the grant requirements is essential for eligibility to apply for funding in 2023.

Signature

Date

Agency Name:

Grant Amount Requested:

Executive Director Name:

Address:

Telephone:

Email:

This form (original or scanned copy accepted) to be returned by October 28, 2022, via email (**preferred**), or mail to:

Share the Spirit Attention: Dee Dee Robillard

Email: sharethespirit@bayareanewsgroup.com

Post: POB 3491, Walnut Creek, CA 94598