



SIERRA SACRAMENTO VALLEY
MEDICAL SOCIETY ALLIANCE

December 1, 2011

The Community Grants Committee of the Sierra Sacramento Valley Medical Society Alliance is pleased to provide you with a grant application and information necessary for its completion.

Grant applications are researched and reviewed by the Committee and recommendations are forwarded to the Alliance Board of Directors who will consider the individual awards. Grant applications ranging from \$2,500 to \$10,000 will be considered by the Committee.

Please review the enclosed APPLICANT GUIDELINES carefully to assure the appropriateness of your application. Return two copies of the application and one set of supporting documents by March 1, 2012 to:

Barbara Andras
Community Grants Committee Chair
5111 Keane Drive
Carmichael, CA 95608

E-mail: bandras@surewest.net

Phone: 916 359 6731

APPLICANT GUIDELINES FOR
SIERRA SACRAMENTO VALLEY MEDICAL SOCIETY ALLIANCE
COMMUNITY GRANTS COMMITTEE

1. The recipient for funding must be a designated educational and charitable organization by the IRS and the State of California.
2. Projects or programs submitted must be related to the advancement of community health or health education.
3. Services of the Project or Program must be provided within the Greater Sacramento Metropolitan Region.
4. Grant applications must be received by **5:00PM, MARCH 1, 2012**, along with:
 - a) A proposal describing the project in detail
 - b) An itemized project Budget
 - c) An audited Financial Statement
 - d) Board of Directors list
5. Specific project requests will be given priority over general fund requests.
6. Grants are awarded for one year with a one-year renewal possible. Organizations will not receive funding for more than three consecutive years.
7. In 2012 applications will be accepted for amounts from \$2,500 to \$10,000.
8. The following are excluded:
 - a) New construction and major reconstruction
 - b) Payment for patient care
 - c) Agency operating expenses and general staff salaries.
9. Grant recipients will be notified by May 7, 2012.
10. The Alliance requests appropriate public recognition for the funding.

Agency Name: _____

Contact Individual: _____

Phone: _____ E-mail: _____

Please attach copies of the following documents:

1. 501(c)(3) designation
2. Mission Statement
3. List of Board of Directors
4. List of Advisory Board
5. Budget for the current year
6. Year-end statement for preceding year
7. Budget for the described project/program
8. Brochures or printed material describing and/or promoting your agency

It is expected that the agency receiving grant funds will:

1. Utilize the grant money in a timely manner.
2. Publicly acknowledge receipt of the grant and the donor at all appropriate opportunities.
3. Provide the Alliance with a project evaluation upon request.

I have read the attached guidelines and it is my belief that this agency is able to fulfill the requirements outlined. We would like to be the recipient of a SSVMSA Community Grant.

Executive Director

Date

Submit two (2) sets of the completed application & one (1) set of documents by 5:00 PM, March 1, 2012 to:

Barbara Andras
Community Grants Committee Chair
5111 Keane Drive
Carmichael, CA 95608

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