

# Letter of Intent (LOI)/ Grant Guidelines

2025-2026 Grant Cycle: Senior Well-Being



## Mission and Purpose

The mission of Escondido Community Foundation (ECF) is to improve the quality of life in Escondido by meeting emerging needs through:

- Encouraging and increasing responsible and effective philanthropy,
- Building a community endowment,
- Providing funds annually to organizations and causes, and
- Giving the community a vehicle for legacy planning and cash gifts that will benefit the residents of Escondido annually and in perpetuity.

The vision of ECF is to inspire a culture of giving that supports, strengthens and enriches the quality of life in the Escondido community now and for generations to come.

## Introduction

Each year, the Escondido Community Foundation (ECF) selects a focus area based on the most immediate needs of the community. For our 19th grant cycle, ECF invites nonprofits serving Escondido to submit applications for programs that will improve the health and welfare of senior citizens. Seniors are the fastest-growing segment of the city's population yet less than 3% of philanthropic dollars go to this group. Many face economic challenges, a lack of transportation, social isolation and vulnerability to financial fraud schemes.

## Focus Area

We will accept applications for projects which will improve the social and economic well-being of seniors with emphasis on the following areas:

- **Elder Fraud:** Escondido seniors were defrauded of more than \$15 million last year and only a small fraction of those funds was ever recovered, according to the San Diego Senior Community Foundation. Seniors are often easy targets and can be too embarrassed to report fraud to the police and family members. We invite proposals that address prevention or post-fraud assistance.
- **Social Isolation:** Too often seniors can find themselves increasingly alone as friends die and family members are not available. A 2016 study stated 22 percent of seniors over 65 are considered "elder orphans" because they have little to no support system. Loneliness can lead to mental health problems, cognitive decline and health issues. ECF is seeking programs that connect seniors with others, either virtually or in real life. Activities that are intergenerational are of special interest.

**Applications are due no later than 5:00 p.m., Monday, February 3, 2025.**

- **Access to Basic Needs:** One UCLA study showed 37 percent of seniors living alone don't have enough money to make ends meet. They need transportation, nutritious food every day, medical care or basic home maintenance. All these things help seniors stay healthy and in their homes. ECF welcomes proposals that promote at least one aspect of improved access to basic needs. This might be a transportation program, a home share program, the delivery of items from food banks, or the addition of a community food distribution sites.

## Eligibility Criteria

Grants must be administered by a 501(c)3 public charity, or an organization that is fiscally sponsored by a 501(c)3, a school or other government agency. ECF does not make grants to supporting organizations or private, non-operating foundations. ECF does not fund scholarships. If an organization is using a fiscal sponsor, a cooperative relationship between the two must be clearly demonstrated. The project must be achievable within a 12-month time frame.

### Grants will be evaluated against the following bullet points (at a minimum):

- Have a beneficial, positive impact on Escondido
- Have ongoing verifiable, measurable and scalable outcomes
- Maximize the impact of the grant dollars

## Grant Seekers Forum

A voluntary online informational workshop will be held for applicants interested in learning more about the application process.

- **Date:** Wednesday, November 20, 2024
- **Time:** 4:00 p.m.
- **Location:** Zoom

RSVP to Eve Childs at [echilds@sdfoundation.org](mailto:echilds@sdfoundation.org) by November 19, 2024.

## Frequently Asked Questions

What is the Escondido Charitable Foundation Timeline?

- **February 3, 2025:** Letter of Intent (LOI) due by 5:00 p.m.
- **February 24, 2025:** Invitations to submit full applications
- **March 24, 2025:** Full grant applications due by no later than 5:00 p.m. (by invitation only)
- **May 2025:** Site visits conducted.
- **August 2025:** Selection of award recipients.
- **September 2025:** Grant Award Celebration.
- **October 1, 2025:** Program funding start date.

**Applications are due no later than 5:00 p.m., Monday, February 3, 2025.**

### What is the application deadline?

The deadline for LOI submission is 5:00 p.m., Monday, February 3, 2025. Incomplete or late applications will not be accepted. The full application is by invitation only and will be due by 5:00 p.m., Monday, March 24, 2025.

### How much can we request?

ECF will accept proposals in a range of \$15,000 up to \$40,000.

### What is the grant period?

Grants are made for one year. This grant cycle is October 1, 2025 to September 30, 2026.

### What reporting is required?

ECF requires periodic reporting, the details of which will be specified in the grant award letter. All grant recipients will be required to show proof of Escondido Community Foundation acknowledgement. Examples include photographs of programming, a newsletter, brochure, press release, website posting or a social media mention.

### What will ECF not fund?

Escondido Community Foundation does not fund:

- Scholarships
- Capital or annual campaigns
- Existing obligations/debt
- Projects that promote religious or political doctrine

### Who can I contact if I have any questions?

For program questions or technical questions regarding the online application, please contact Eve Childs at [echilds@sdfoundation.org](mailto:echilds@sdfoundation.org).

## Application Instructions

San Diego Foundation has introduced a [new grant application portal](#). All nonprofit applicants are required to create a new user account through the SDF online portal to submit your application for the the 2025 - 2026 grant cycle. After creating your account, click the "Apply" button to access the application.

For additional guidance regarding creating a new user account, please [see this tutorial](#). [Register/apply today](#).

Please note: Below are the questions that will be on the online application. All questions with an asterisk are required.

### Applicant Information

- **Is your organization a 501(c)(3) public charity?\***
- **Organization Name\***
- **Address, City, State, Zip\***
- **Telephone\***
- **Website\***
- **Organization Budget Size\***
- **Tax ID (EIN) Number\***

### Organization Information

- **Type of Organization\*:** Which describes your organization?
  - A 501(c)(3) nonprofit organization
  - Fiscally sponsored by a 501(c)3 organization
- **DBA:** Please provide if the organization name you use is different from your legal name.
- **Mission Statement\*:** Describe the organization's mission and goals.
- **Geographic Areas Served (list)\*:** Please provide how your project specifically serves the Oceanside community.
- **Does your organization have a fiscal sponsor?\***
- **Fiscal sponsor's tax ID (EIN) number\***

### Fiscal Sponsor Information

- **Fiscal Sponsor Name\*:**
- **Fiscal Sponsor EIN Number\*:** Please be sure to format it correctly (##-#####)
- **Fiscal Sponsor Agreement\*:** Please upload a letter demonstrating the agreement between your organization and your fiscal sponsor. A letter or MOU will suffice.

## LOI Questions

- **Project Name\*:** Name of Project.
- **Amount Requested\***
- **Serving Escondido\*:** Does your project serve Escondido? (Y/N)
- **How will this program positively impact Escondido?** (max 300 words)
- **Letter of Intent\*:** Provide a compelling description of your project, how it aligns with the focus area and why we should support it. (max 500 words)

**Applications are due no later than 5:00 p.m., Monday, February 3, 2025.**

## Full Application Questions (by invitation only)

### Project Information

- **Project Name\*:** Name of Project.
- **Amount Requested\***
- **Purpose & Alignment\*:** Describe the purpose of the project and how it aligns with the focus area.
- **Impact and Metrics\*:** Based on goals listed above, please share the measurable outcomes anticipated from the project as well as the evaluation methods to be used. Include who will be involved in the evaluation and how the information will be used.
- **Sustainability\*:** Describe how the project is sustainable, replicable or scalable.
- **Collaboration\*:** Describe how the project fosters collaboration with other successful entities in the community to achieve a common goal or objective.
- **Project Leadership\*:** List key personnel involved with the project.

### Project Budget\*

- **Annual Operating Budget\*:** Please enter your annual operating budget based on your last fiscal year.
- **Project Budget Narrative:** Describe your specific line items.
- **Project Budget:** Please fill in your Project Budget (example below).

Expense Category	Requested Amount	Program Budget
1. Equipment & Project Materials (Example)		
2. Consultants & Contractors (Example)		
3. Curriculum (Example)		
4. Training (Example)		
5.		
6.		
7.		
8.		
9.		

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10.

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**Total Requested Amount:**

**Total Program Budget:**

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- **Other Sources of Funding:** List other sources of funding secured for this project.