



Letter of Intent (LOI) instructions to Apply for Funding from Auction Napa Valley 2010

- You will need to complete an LOI form to be considered for a grant.
- The LOI is due on **March 31, 2010**.
- The questions below are the questions on the online LOI form; however, **you must submit your actual LOI on the NVV website: www.napavintners.com**. Do not submit this document.
- If applying for more than one grant, submit a separate LOI for each request.
- Be sure to review the 2010 Funding Guidelines thoroughly.
- Please adhere to character count limits noted on the form, if you exceed the limits your information will not be submitted. Character count limit is inclusive of both letters and spaces. 1000 characters with spaces = approximately 150 words.
- You may want to prepare your answers in a Word document and save to your computer prior to entering the information directly into the online form. This will enable you to check character counts, have others review, and proof read your work prior to submittal.
- You will be able to make edits to your online form up until the deadline; no changes will be accepted after the deadline of March 31, 2010. Be sure to click "Submit" at the end of the form to save your changes.

General Information:

Organization Name

Mailing Address

Phone/Fax

501(c)(3)? Yes/No

Has status ever been suspended?

If yes, explain fully

City/State/Zip Code

Website

Date IRS granted tax exempt status

Yes/No

Contact Name

Email

Title

Direct phone

Program/Project Name:

1. Specifically describe the proposed program/project for which you are seeking ANV funding:

1600 maximum characters

2. Which Funding Priority in the 2010 Funding Guidelines does this request address?

(select the one or two most appropriate to your program or project)

Health and Wellness

2010 - providing basic health care for individuals in need

- Promoting wellness through prevention and early intervention.
- Providing healthcare screening and treatment services.
- Providing accessible mental health services to promote positive social and emotional development.

Children and Youth

2010 – promoting success in school

- Intervening early to improve very young children's and families' psychological and social functioning.
- Building the base for lifelong learning through early childhood literacy and other efforts to help children succeed in school.
- Supporting efforts that increase high school graduation and college entrance rates and narrow educational attainment disparities.
- Reducing risk behaviors, including substance use and supporting early efforts that foster positive youth development, with an emphasis on middle-school age youth.

Housing

2010 – helping to keep people in their homes and to avoid homelessness

- Enabling organizational capacity necessary to seek available public or other funds for safe, affordable housing.
- Supporting programs that provide outreach, education and advocacy for better housing choices and conditions
- Creating more options for local workforce housing.

3. What is the specific problem or unmet need in Napa County that this program/project will address? 400 maximum characters

4. Specifically describe how and to what extent your program/project will alleviate the problem or unmet need you specified above: 400 maximum characters

5. Describe your agency's capability to accomplish this program/project.
800 maximum characters if you are submitting for a single agency, 1200 for a collaborative proposal

6. Who will directly benefit from this program/project? Identify the target population, including demographics and number to be served. Specify total number to be to be served with this program as well as number to be served as a direct result of ANV grant funding. 400 maximum characters

7. Where will the program be offered or services delivered?
___ Countywide
___ Specific area(s) of county [*identify*]: _____

8. How will you measure the success of your program, both in terms of short and long-term outcomes? 600 maximum characters

9. What specific steps have you undertaken, or planned, to coordinate efforts with other organizations seeking to address the same problem or unmet need as your organization?
1200 maximum characters

10. Grants awarded from ANV 2010 will be single-year only. What is the amount of your request to ANV, what other funds are available (note committed vs. pending) and what is the total cost of the program/project?

Amount from ANV:	\$ _____	<u>Source:</u>	<u>Committed or Pending?</u>
Amount Other Funds:	\$ _____	_____	C / P
Amount Other Funds:	\$ _____	_____	C / P
Amount Other Funds:	\$ _____	_____	C / P

Total **program/project** cost \$ _____

What percent of your total funding **for this program/project** are you requesting from ANV? _____%

What is your total **agency budget**? \$ _____

11. Have you received ANV funds before for this program/project? Yes/No
If yes, for what year(s)?

12. If yes, specifically enumerate the results of the funded program - successes and/or failures- in concrete terms (preferably in bullet format, not narrative format):
1200 maximum characters

13. List the three largest funding sources for your organization (by name and amount) for each of the past three years. 800 maximum characters

14. Please submit a list of current board members and their affiliations.