The San Diego Women’s Foundation (SDWF), a supporting organization of The San Diego Foundation (TSDF), connects, educates, and inspires women to come together in collective philanthropy. All grant award decisions are made by SDWF members and affirmed by TSDF’s Board of Governors.

**THE SAN DIEGO WOMEN’S FOUNDATION**  
Letter of Inquiry Guidelines for Grant Cycle 22  
Sustainable & Community-Centered Solutions to Alleviate Food Insecurity  
Funding Start Date: July 1, 2022

**Focus**

Food insecurity - the state of being without reliable access to a sufficient quantity of affordable, nutritious food - is an ongoing problem facing many San Diego County residents which has only been exacerbated by the pandemic. In particular, lower-income communities and communities of color disproportionately face limited access to fresh, healthy, and culturally-appropriate food. For this funding cycle, The San Diego Women’s Foundation will grant unrestricted funding to organizations working towards long-term solutions to reduce food insecurity in these communities.

We are accepting letters of inquiry from nonprofit organizations working towards long-term, sustainable, and community-centered solutions to alleviate food insecurity in areas with low-access to fresh, healthy, and culturally-appropriate food. We will prioritize organizations that bring community voices to this work and we encourage coordinated and collaborative efforts across organizations. Examples of the type of work we will support include, but are not limited to:

- Improving community food environments, including through community farms and mobile or fresh markets
- Advocacy work to support sustainable food systems
- Increasing access to fresh, healthy food through investments in critical infrastructure components such as farming and gardening tools, freezers, storing units, and vehicles
- Expanding the network of businesses and organizations offering fresh and healthy foods to participants of nutritional assistance programs
- Optimizing sustainable food waste and/or recovery programs
- Offering community-based or grassroots educational or other initiatives that lead to increased participation of impacted communities in the solutions for increasing access to fresh, healthy, and culturally-appropriate food
**Letter of Inquiry Requirements**
Before submitting your LOI, please ensure the following requirements are satisfied:

**Grant Amount**
The minimum grant to be awarded in this grant cycle is $25,000. While there is no specific maximum award amount, most grant awards are $25,000 to $60,000. An award amount greater than $75,000 is unlikely. We do not award partial grants. The full grant request will be awarded or denied. SDWF expects to award $200,000 to $225,000 in July 2022.

**Grant Period**
Each grant is awarded for a 12-month period. This grant cycle begins on July 1, 2022 and ends on June 30, 2023.

**Eligibility**
To be eligible for a grant from SDWF, organizations must provide services in San Diego County and have tax-exempt 501(c)(3) status. An organization may serve as a fiscal sponsor for a charitable organization that does not have tax-exempt status if a cooperative relationship between the two can be clearly demonstrated. The fiscal sponsor must be willing to administer the grant if awarded.

Collaborative proposals, in which two or more organizations share funding and work jointly to implement a program or connected services, are eligible for funding. One organization must serve as the lead applicant: the application must be submitted under that organization’s name and 501(c)(3), and funds will be granted to that organization to be dispersed among collaborators.

An organization may submit only one proposal. **This includes collaborations.** If more than one proposal is submitted from the same organization, all proposals from that organization will be ineligible for funding. An organization that has received or currently is receiving funding from SDWF is eligible to apply.

Organizations seeking a grant from SDWF must first submit a Letter of Inquiry (LOI). The extended deadline for LOI submission is **December 29, 2021 at 5:00 PM.** Incomplete or late LOIs will not be accepted. Full proposals will be subsequently requested from organizations that successfully meet LOI criteria and are selected by SDWF grant reviewers.

**Funding Inclusions & Exclusions**
SDWF funds are unrestricted and may be used at the community partner’s discretion. SDWF is proud to fund:

- General operating and staff costs
- Infrastructure for food storage and production
- Costs associated with transportation and distribution
SDWF generally does not fund:
- Major building campaigns
- Conferences
- Endowments
- For-profit organizations
- Existing organizational obligations/debt
- Individuals unaffiliated with a qualified fiscal sponsor
- Work outside of the San Diego region
- Projects that promote religious or political doctrine
- Research (medical or otherwise)
- Scholarships

**Grantseekers Forum**

All grant seekers are strongly encouraged to attend the Grantseekers Forum to learn about the SDWF Grant Guidelines and LOI process. If you did not have a chance to attend and would like to view the recording, please email Pim Tantiwuttipong at ptantiwuttipong@sdfoundation.org.

**Grants Cycle Timeline**

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<tr>
<td>Monday, November 1, 2021</td>
<td>Release of LOI Guidelines</td>
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<tr>
<td>Thursday, November 18, 2021</td>
<td>Grantseekers Forum</td>
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<tr>
<td>Friday, December 17, 2021</td>
<td>LOI Submission Deadline</td>
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<tr>
<td>Monday, January 31, 2022</td>
<td>Release of RFP</td>
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<td>Friday, February 25, 2022</td>
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<td>Friday, March 25, 2022</td>
<td>Site Visit Invitation</td>
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<td>April 13 - April 28, 2022</td>
<td>Site Visits</td>
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<td>Wednesday, May 18, 2022</td>
<td>Notification of Grant Awards</td>
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<td>Tuesday, June 7, 2022</td>
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<td>Friday, July 1, 2022</td>
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**Grants Cycle 22 LOI Guidelines**

Below are the required LOI questions. Please be certain you adhere to all character limits and note that bullets and line breaks are counted as characters. Please email the completed LOI to Programs Specialist, Pim Tantiwuttipong at ptantiwuttipong@sdfoundation.org

**APPLICANT INFORMATION**

Name of Organization  
Organization Address  
Contact Name  
Contact Position Title  
Contact Email
Contact Phone Number
Executive Leader Name (if different from Contact)
Executive Leader Position / Title (if different from Contact)
Executive Leader Email

Is your organization a 501(c)(3)? If yes:
- Tax Identification Number (EIN)
- Year Organization Founded

If no:
- Fiscal Agent Organization
- Fiscal Agent Tax Identification Number (EIN)
- Fiscal Agent Contact Name
- Fiscal Agent Address
- Fiscal Agent Phone Number

Mission Statement:
Amount Requested:

Qualifying Questions:

1. Is your organization working towards sustainable, long-term, and community-centered solutions to improve access to healthy, fresh, and culturally-appropriate food in areas of low-access? (YES/NO)
2. Does this work take place in San Diego County? (YES/NO)
3. SDWF guidelines stipulate that we will not fund work that promotes religious beliefs or political doctrine. Does this grant application adhere to these guidelines? (YES/NO)

If you responded no to any of the questions above, you are unlikely to qualify for SDWF funding. Please contact Pim Tantiwuttipong with any questions at ptantiwuttipong@sdfoundation.org.

LOI Questions:

4. Provide an overview summarizing your organization’s efforts to alleviate food insecurity, who you serve in this work, and the anticipated long-term results of your work. (250-word max)
   *While the full LOI will be read by evaluators, this executive summary will be the only information to appear on our final ballot, if selected. Feel free to repeat information that is included in other answers and provide as broad an overview as possible.*
5. Describe the specific kinds of work your organization conducts to alleviate food insecurity in San Diego County. (200-word max)
6. How does your organization center community voices in your food work? (150-word max)
7. Describe your target populations and how they are disproportionately impacted by food insecurity. (150-word max)
8. SDWF is focused on funding work that leads to sustainable and lasting solutions. What is the anticipated long-term impact of your food work? (150-word max)
9. If your organization has done this work in the past, briefly share your accomplishments and impact in this area. If this is new work for your organization, explain how it fits within your broader mission and impact in the community. (150-word max)