



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

**THE SAN DIEGO WOMEN'S FOUNDATION**  
**Letter of Inquiry Guidelines for Grant Cycle 23**  
**Addressing Disparities in Early Childhood Education**  
**Funding Start Date: July 1, 2023**

**Focus**

The pre-kindergarten years are when children learn critical social, cognitive, and other skills that lay the foundation for educational success. Children who are “kindergarten-ready” are better equipped to meet educational milestones, and less likely to drop out of school or experience other adverse outcomes in life. Children that are behind in their development when starting kindergarten are up to seven times more likely to be suspended or expelled.

Children from families earning a low income disproportionately lack access to educational resources that children from middle- and upper-income families enjoy. Studies have shown that by age 5, half of children living in poverty are neither academically nor socially ready for school. In some San Diego communities, over 50% of children live in poverty. Some early studies indicate the COVID pandemic has made matters worse, causing greater learning loss for children from under-resourced communities, and amplifying the need for early childhood education resources.

We are accepting letters of inquiry (LOI) from nonprofit organizations working to address the widening educational inequities in pre-kindergarten education for children from under-resourced communities addressing both immediate impact as well as long-term structural and systemic change.

We will prioritize organizations that bring community voices to this work. Coordinated collaborative efforts across organizations are encouraged. Examples of the work we will support include, but are not limited to:

- Providing quality pre-kindergarten education and enrichment programs in under-resourced communities
- Expanding access to programs to support socioemotional learning, foundational skills, and kindergarten readiness
- Fostering parent and family engagement in pre-kindergarten and early childhood

- education success
- Promoting community involvement in efforts to understand and address pre-kindergarten education gaps
- Addressing the impacts of COVID on pre-K learning loss in under-resourced communities
- Identifying, recruiting and training quality early childhood educators to fill staffing shortages

## **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 2023.

### **GRANT PERIOD**

Each grant is awarded for a 12-month period. This grant cycle begins on July 1, 2023 and ends on June 30, 2024.

### **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 deadline for LOI submission is **December 30, 2022 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. **At the Appreciative Inquiry stage, we heard from many nonprofit organizations in the community that funds to support staff salaries and training are greatly needed.** SDWF is proud to fund general operating and staff costs.

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. The forum will be held:

Date: Wednesday, November 16, 2022

Time: 1:00 - 2:00 PM

Location: Zoom -- *Must register in advance to receive the meeting link.*

## **Grants Cycle Timeline**

<b>Tuesday, November 1, 2022</b>	Release of LOI Guidelines
<b>Wednesday, November 16, 2022, 1:00 PM</b>	Grantseekers Forum
<b>Friday, December 30, 2022, 5:00 PM</b>	LOI Submission Deadline
<b>Monday, January 30, 2023</b>	Release of RFP
<b>Friday, February 24, 2023, 5:00 PM</b>	Proposal Deadline
<b>Wednesday, March 22, 2023</b>	Site Visit Invitation
<b>April 12 - April 27, 2023</b>	Site Visits
<b>Wednesday, May 17, 2023</b>	Notification of Grant Awards
<b>Wednesday, June 7, 2023</b>	Annual Grants Celebration
<b>Friday, July 1, 2023</b>	Program Funding Start Date

## **Grants Cycle 23 LOI Guidelines**

Below are the required LOI questions. Please be certain you adhere to all word limits.

**To submit, email the completed LOI in PDF format to Grants and Programs Manager, Pim Tantiwuttipong at [ptantiwuttipong@sdfoundation.org](mailto:ptantiwuttipong@sdfoundation.org).**

**LOI Submission Deadline: Friday, December 30, 2022 at 5:00PM**

### **Applicant Information**

Name of Organization:

Organization Address:

Contact Name:

Contact Title:

Contact Email:

Contact Phone Number:

Executive Leader Name (if different from Contact):

Executive Leader Title (if different from Contact):

Executive Leader Email:

Is your organization a 501(c)(3)? (YES/NO)

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 to address the widening educational inequities facing pre-kindergarten children from under-resourced communities? (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. Contact Pim Tantiwuttipong with any questions at [ptantiwuttipong@sdfoundation.org](mailto:ptantiwuttipong@sdfoundation.org).**

### **Collaboration Questions:**

1. Is this a collaboration project? (YES/NO)

*\* Collaboration defined as two or more organizations working together **and sharing funds.***

2. If this is a collaboration, please list all collaborating organizations:

*\* Please note: **you must confirm with each collaborating organization** before submitting this LOI. See Eligibility Requirements for additional info.*

**LOI Questions:**

1. Provide an overview summarizing your organization's efforts to address educational inequities facing pre-kindergarten children from under-resourced communities, the anticipated results of your work, and how it fits within your broader organizational mission. (300-word max)
2. Describe how your work fits our grant guidelines. (200-word max)
3. Describe your target populations and how they are impacted by inequities in early childhood education. (200-word max)
4. How does your work improve kindergarten readiness for communities earning low incomes and/or populations experiencing inequities in early childhood education as far as immediate impact as well as long-term structural change? (200-word max)
5. How does the leadership of your organization, including key staff implementing your pre-K readiness programs, reflect the community or constituency you are serving? Please share insights into any diversity, equity, and inclusion efforts your organization is taking. (200-word max)
6. If your organization has done this work in the past, briefly share your accomplishments and impact in this area. (200-word max)