



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 24
Addressing the Youth Mental Health Crisis
Funding Start Date: July 1, 2024

Focus

Inadequate access to services, the lingering impacts of COVID-19, and stigma have contributed to the mental health crisis facing youth in our community. Those most acutely impacted include youth from communities of color, from families earning low-income, who identify as LGBTQ+, and/or who are a part of other historically marginalized groups.

We are accepting letters of inquiry (LOI) from qualifying nonprofit organizations and will grant unrestricted funding to those providing mental health intervention services to junior high or middle-school aged (12-14 years old) youth in San Diego County. We will prioritize organizations that provide services targeted toward those most impacted by existing inequities (youth from communities of color, from families earning low-income, who identify as LGBTQ+, and/or who are part of other historically marginalized groups).

Examples of the work we will support include, but are not limited to:

- Providing culturally responsive and linguistically appropriate mental health interventions (e.g. counseling, therapy, support groups, medication management, psychoeducation)
- Reducing stigma and barriers, and increasing access to mental health services and resources
- Fostering parent/caregiver/family engagement in youth mental health, as part of an intervention strategy
- Identifying, recruiting and training quality practitioners to fill staffing shortages, as part of an intervention strategy

Letter of Inquiry Requirements

Before submitting your LOI, please ensure the following requirements are satisfied:

GRANT AMOUNT & PERIOD

Our partners have shared that multi year funding provides stability, supports creativity, and promotes resilience among nonprofit organizations. Therefore, we have shifted to providing the option of one- or two-year grant terms, with fixed amounts of \$50,000 or \$75,000.

The minimum grant to be awarded in this cycle is \$50,000, which can be taken all in one year or split over two years in equal amounts of \$25,000 per year. The maximum award is \$75,000, and

likewise, is available all in one year, or can be split over two years in the amount of \$37,500 for each year.

This grant cycle begins on July 1, 2024, with the one-year term ending on June 30, 2025, and the two-year term ending on June 30, 2026. SDWF expects to award between \$200,000-\$250,000 in July 2024.

ELIGIBILITY

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 another 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. Note: if you have a fiscal sponsor, the sponsor organization must be listed on the application. Please verify with your fiscal sponsor that they are not involved in any other applications before submitting.

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 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 and fiscal sponsors.** 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.

HOW TO APPLY

Organizations seeking a grant from SDWF must first complete a Letter of Inquiry (LOI). For Cycle 24, SDWF has a new portal for all grant application materials. Whether you have submitted an SDWF LOI in previous years or not, all nonprofit applicants must have a user account on San Diego Foundation's Online Portal to submit an SDWF Cycle 24 Letter of Inquiry. After creating or logging into 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](#).

The LOI submission deadline is **November 30, 2023 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 staffing 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 grantseekers are *strongly* encouraged to attend the Grantseekers Forum to learn about the SDWF Grant Guidelines and LOI process. The forum will be held:

Date: Monday, October 16, 2023

Time: 1:00 - 2:00 PM

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

Grants Cycle Timeline

**Dates subject to change*

Thursday, September 21, 2023

Monday, October 2, 2023

Monday, October 16, 2023, 1:00 PM

Thursday, November 30, 2023, 5:00 PM

Thursday, January 11, 2024

Thursday, February 8, 2024, 5:00 PM

Wednesday, March 13, 2024

April 15 - April 26, 2024

Tuesday, May 28, 2024

Date TBD, June 2024

Monday, July 1, 2024

Release of LOI Guidelines

LOI Submissions Accepted

Grantseekers Forum

LOI Submission Deadline

Release of RFP

Proposal Deadline

Site Visit Invitation

Site Visits

Notification of Grant Awards

Annual Grants Celebration

Funding Start Date

Grants Cycle 24 LOI Guidelines

Below are the required LOI questions. For Cycle 24, SDWF has a new online portal to submit all grant application materials. Please see the “How to Apply” section above for detailed instructions. Note: the following prompts are provided for reference only. LOIs will only be accepted through the [application portal](#).

LOI Submission Deadline: Thursday, November 30, 2023 at 5:00PM

Organization Information

Mission Statement:

Year Organization Founded:

Funding Amount: (select the total funding amount you are applying for)

- \$50,000
- \$75,000

Funding Term: (total funding to be split evenly across grant term - i.e. \$50,000 for a 2-year term = \$25,000/year or \$75,000 for a 2-year term = \$37,500/year; you may also choose either funding amount for a 1-year term)

- 1-year term
- 2-year term

Qualifying Questions:

If your response to any of the questions in this section is No, you are unlikely to qualify for SDWF funding. Contact Angela Fujii with any questions at afujii@sdfoundation.org

1. Does your organization provide mental health intervention services to junior high or middle-school aged (12-14 years old) youth? (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)

Collaboration Questions:

Collaboration is defined as two or more organizations working together and sharing funding.

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

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 existing or planned intervention efforts to address the mental health crisis in junior high and middle-school aged (12-14 years old) youth, the anticipated results of your work, and how it fits within your broader organizational mission. (1800 characters)
2. Describe how your work fits within our grant guidelines. (1200 characters)
3. Describe your target populations, how they are impacted by the youth mental health crisis, and how you are reaching those most impacted by inequities and marginalization. (1200 characters)
4. How does/will your work improve youth mental health outcomes in San Diego County? (1200 characters)
5. How does the leadership of your organization, including key staff implementing your youth mental health work reflect the community or constituency you are serving? Please share insights into any diversity, equity, and inclusion efforts your organization is taking. (1200 characters)
6. Please describe your organization's strengths and how your organization has accomplished relevant work in the past. (1200 characters)
7. Do you give permission to the San Diego Women's Foundation to share details of your submission with other philanthropists?