



Funding Opportunity

Mini-Grant Program Application FY 2011-2012

**First 5 Fresno County
550 E. Shaw, Suite 215
Fresno, CA 93710
(559) 241-6515
www.first5fresno.org**

General Overview

A. First 5 Fresno County

On November 12, 1998, California voters passed Proposition 10, the “California Children and Families First Act of 1998.” The Act provided for a 50 cent per pack tax on cigarettes. The monies collected are to be used to fund anti-smoking and early childhood education programs, including parent education, health and child care programs that promote early childhood development from prenatal through age five.

Funds from Proposition 10 are distributed to local counties based on the number of babies born in that county. First 5 Fresno County is responsible for developing a strategic plan to guide local funding decisions that are consistent with the intent of the California Children and Families Act.

First 5 Fresno County was established in 1999. It is led by a Commission appointed by the County Board of Supervisors.

Note: Throughout the remainder of this document, First 5 Fresno County (F5FC) will be referred to as the “Commission.”

B. Strategic Plan Goals and Focus Areas

The Commission conducted a comprehensive strategic planning process to guide community investments from July 1, 2008 to June 30, 2013. Strategic planning sessions were facilitated with the Commission and community members. The information gathered from this valuable community input process served as a guide for the strategic planning process and resulted in the adoption of the 2008-2013 First 5 Fresno County Strategic Plan. The strategic plan is organized into four Focus Areas: Child Health, Early Care and Education, Family Strengthening, and Systems Improvement.

Goals

The goals of the 2008-2013 Strategic Plan are consistent with the focus and intent of the Children and Families Act, build on what has been learned and accomplished locally, and provide a framework for the Commission and the community for how Proposition 10 funds will be invested over the next five years. The Focus Areas include corresponding goals and outcomes – what the Commission would like to see happen for children, the strategies for how the Commission proposes to move towards these outcomes and indicators, and how the progress in achieving these outcomes will be measured. The goals, outcomes, strategies and indicators have been selected based on research, best practices, local learning and community input.

Additionally, in June 2011, the Commission adopted a [Breastfeeding Friendly \(BFF\) Policy](#) to show its commitment to the healthiest start for babies. Studies show breastfeeding is a low cost strategy to improve the health outcomes of babies and mothers. However, in Fresno County, only a small number of mothers make the choice to exclusively breastfeed their newborn babies. Society’s stigma associated with breastfeeding, lack of information, support at home, at the workplace, and in public places influence a mother’s decision to breastfeed. Nonetheless, in California, mothers have the right to breastfeed in public (CA Civil Code Section 43.3)

The BFF Policy makes it a requirement for any agency or vendor funded by the Commission to display the Breastfeeding Friendly (BFF) logo signifying awareness and support of the law that protects a mother's right to breastfeed in public. The 2011-2012 Mini-Grant Program leverages this commitment to increase support for breastfeeding in Fresno County.

Purpose of the Mini-Grant Program

The 2011-2012 Mini-Grant Program aims to help bring about positive changes in Fresno County for breastfeeding mothers and babies. The purpose of the 2011-2012 Mini-Grant Program is to promote optimal child health and development through breastfeeding by supporting efforts to retrofit rooms/spaces within local agencies to be "breastfeeding friendly (BFF)" and available to any mom looking for a comfortable place to breastfeed. Agencies awarded Mini-Grant funds to establish a breastfeeding friendly area must agree to display the Commission's BFF logo and to be highlighted by the Commission as "BFF Community Champion" for promoting and actively supporting breastfeeding in our community. The Commission will consider funding items such as: glider (rocking) chairs, breastfeeding pillows, breast pumps, privacy curtains, and other items needed to successfully retrofit an area to be breastfeeding friendly.

Funding requests are intended for one-time support up to \$5,000 per organization and/or business. Funds may not be used for personnel, consultants, or indirect costs. Requests will be accepted by the Commission on a continuous basis through March 30, 2012 contingent on available funding.

Please note: The Mini-Grant program is a reimbursement program.

Eligibility Criteria

Agencies applying for funding must meet the following criteria:

- Have 501(C)3 nonprofit status or be a business;
- Provide services within Fresno County and be located in Fresno County;
- Funded agencies must allow breastfeeding members of the public to use the retrofitted space for breastfeeding purposes;
- Funded agencies must commit to maintaining the breastfeeding area and BFF Policy for two years after the term date of the contract. In the event that agency cannot or fails to use the property for the purpose described in this funding application the agency shall immediately notify the Commission. Commission, at its option, may require that agency comply with one of the following:
 1. Convert the property to another use which is eligible for Proposition 10 funding and which is approved by Commission; or
 2. Reimburse Commission in an amount equal to the funds expended for this project or its "proportional share" of the current "Fair Market Value" (as defined by the California Code of Civil Procedure, Part 3, Title 7, Chapter 9,

Article 64, Section 1263.320) of all property for which Proposition 10 assistance was provided pursuant to this Agreement, whichever is more.

Special consideration and priority for Mini-Grants will be given to the following:

- Agencies targeting families with children ages 0-5, breastfeeding mothers, pregnant women and/or women in general;
- Agencies serving and/or traditionally underserved, underrepresented, and/or impoverished populations with low breastfeeding rates in Fresno County (according to newborn birth data for Fresno County).

Please note: Past performance in administering previous and current F5FC contracts and adherence to grant reporting requirements will be taken into consideration.

Funding Process

Commission staff will exercise discretion in recommending a request for funding. Requests will be reviewed based on the eligibility criteria.

Requests that meet the criteria will be forwarded to the Executive Director and Commission Chair for approval. Applications that are forwarded are not guaranteed funding. Applicants will be notified in writing whether their request was approved. Please allow a maximum of three weeks for a reply. The Commission reserves the right to reject any and all applications and to waive informalities or irregularities. The Commission is the sole and final authority regarding the approval or disapproval of applications and the conditions under which they are funded. Therefore, the Commission will not hear appeals for Mini-Grant Program requests.

Application Process

Applications will be accepted on a continuous basis through March 30, 2012 contingent on available funding.

To be considered, you must complete and submit the following:

- Application Cover Sheet;
- Narrative (not to exceed 2 pages);
- Budget and Justification form;
- W-9 Form
- Signed Disclosure Statement.

Incomplete applications will not be considered. Please submit two (2) original applications to the address below and email an electronic version of budget to Vianey Chairez at vchairez@first5fresno.org.

**First 5 Fresno County
550 E. Shaw Ave., Suite 215
Fresno, CA 93710
Attn: Mini-Grant Program
Mercedes Carmona**

F5FC offers technical assistance and is available to answer questions, go over the application, and provide feedback on drafts of your application. Please direct all questions concerning Mini-Grant Program requests to Mercedes Carmona at mcarmona@first5fresno.org or by phone at (559) 241-6583.

Steps for Reimbursement

The Mini-Grant program is a reimbursement program. Therefore, if you are awarded a grant, in order to be reimbursed, you must do the following:

1. Turn in all original receipts including packing slips with your reimbursement request form;
2. Complete the Final Project Evaluation form;
3. Confirm any and all materials or items produced properly credit the Commission;
4. Sign a BFF Mini-Grant Agreement Form and have been BFF logo display verified and approved by the Commission.

Mini-Grant Disclosure Statement

Please respond to the following questions. If a “yes” answer is checked, fully explain the circumstances and include discussion of the potential impact on the event if funded. As part of the application selection process, the Commission, at its own discretion, may implement procedures to validate the responses made below. The Commission reserves the right to reject all or part of the application if false or incorrect information is submitted by the applicant. A “yes” answer WILL NOT automatically exclude your application from the review process.

	YES	NO
1. Has the director, CEO, or president of your organization/group been involved in litigation related to the administration and operation of a program or organization that may have a potential impact on the proposed event if funded?		
2. Have any board members, key staff members, or members of your organization/group been convicted of a felony or misdemeanor?		
3. Have there been unfavorable rulings by a funding source against your organization/group for improper management or contract compliance deficiencies?		
4. Has your organization or organization director, CEO, or president ever had funds withheld?		

Certification

I certify that the information contained in this proposal is true and correct to the best of my knowledge and belief. The funds being requested in this application do not supplant any existing revenue sources. I further certify that this Mini-Grant Program application is submitted with the full knowledge and endorsement of the governing board of this organization, which is empowered to enforce compliance with all contract conditions.

Print Name of Authorized Agent: _____

Signature of Authorized Agent: _____

Date: _____

Authorized Agent Title: _____

Phone: _____ E-mail: _____

Note: Authorized Agent is the person with authority to legally bind the agency with First 5 Fresno County. For example; Executive Director, CEO, President of the Board, etc.



Mini-Grant Narrative

Agency Information

Name of Agency: _____

Type of Group or Agency: (check one)

- | | | |
|---|---|--|
| <input type="checkbox"/> Parent Group | <input type="checkbox"/> Neighborhood Association | <input type="checkbox"/> Non-Profit Organization |
| <input type="checkbox"/> Community Group | <input type="checkbox"/> Service Club | <input type="checkbox"/> School District |
| <input type="checkbox"/> Family Resource Center | <input type="checkbox"/> Government Entity | <input type="checkbox"/> State Preschool |
| <input type="checkbox"/> Other (please describe): | | |

Agency Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Contact Information

Agency Contact: _____ Phone: _____

Email: _____

Fiscal Contact: _____ Phone: _____

Email: _____

Note: The majority of communication will happen via e-mail, please make sure e-mail provided is correct.

Have you previously received funding from First 5 Fresno County?

- No
 Yes (please list project(s) funded, date(s) of funding, and amount funded for each):

Agency's Current Fiscal Year Operating Budget: _____

