



# Fish and Game Commission

# 2023 Grant Application

## PURPOSE AND MISSION STATEMENT:

The Placer County Fish & Game Commission is advisory to the County Board of Supervisors in all issues affecting fish and wildlife in Placer County. The Commission coordinates efforts in habitat improvement, public awareness, and resource education.

## OVERVIEW OF GRANT PROGRAM:

### Maximum Award

\$1000

### Eligibility

Grants are available to non-profit organizations, schools, or other organizations or individuals for projects, within Placer County, consistent with the intent of California Fish and Game Code, Section 13103.

### Grant Timelines

**AUGUST 24** – Budget - set by fines provided to Commission

**AUGUST 29** – Press release and letter to regular requesters, opening the grant application period.

**AUGUST 29 – OCTOBER 3** – Periodic press releases regarding grant.

**OCTOBER 3** – Deadline by which grant requests must be submitted.

**OCTOBER 11** – Completed grant applications provided to Commission Members.

**OCTOBER 25 MEETING** – Vote to be taken on which projects will receive grant funding.

Awards to be dispersed to grantees after approved minutes are published.

Written or oral follow-up report and photographs required on the use of the grant monies by the organization prior to any reapplication for future grants. Reports should include an evaluation of the impact that the grant had on the success of the program or activity. Reports, grant request summaries and photographs may be used in future Placer County Fish and Game Commission presentations, press releases and other outreach.

### Important Notes

Awards are not perpetual. Applicants must reapply for grant monies each year they are offered. At the time of approval, the Placer County Fish and Game Commission may require additional documentation to be provided by the applicant prior to disbursement of grant funds

### Contact

Please submit the completed form to:

Darryl Mitani

Placer County Fish and Game Commission

11477 E Ave

Auburn, CA 95603-2799

(530) 889-7372

[dmitani@placer.ca.gov](mailto:dmitani@placer.ca.gov)



## Grant Proposal Summary Sheet

**Legal Name of Organization:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City, State, and Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Website:** \_\_\_\_\_

**Name of Chairperson or Executive Director:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Application Contact Name:** \_\_\_\_\_

(If not the Chairperson or Executive Director)

**Application Contact Title:** \_\_\_\_\_

(If not the Chairperson or Executive Director)

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_



## ORGANIZATION INFORMATION

**Mission Statement:**

**Geographic Area Served:**

### Grant Request Information

**Type of Grant Requested (select one):**

- General Operating Support       Program Support       Other

**Amount of Request: \$ \_\_\_\_\_**

**Briefly describe what the grant will be used for and the expected timeline for use of grant funds (*this section of the application may be released to the public*):**



**TAX EXEMPTION STATUS:**

501(c)(3) EIN# \_\_\_\_\_ Year Founded: \_\_\_\_\_

Other than 501(c)(3), describe: \_\_\_\_\_

**NUMBER OF EMPLOYEES (IF APPLICABLE):**

Full-time: \_\_\_\_\_ Part-time: \_\_\_\_\_

Number of Active Volunteers: \_\_\_\_\_

**FINANCIAL INFORMATION**

**Organization's Current Budget for this Fiscal Year:**

All applicants must submit a current Form W-9 and Form 590 tax forms with their application.

(If 501(c)(3) with annual income over \$25,000, please also include Form 990)

Income: \$ \_\_\_\_\_ Expenses: \$ \_\_\_\_\_



# Grant Proposal Narrative Attachment

**GENERAL OPERATING REQUESTS:** 2-page limit; answer questions 1–3 and 5–6.

**PROGRAM REQUESTS:** 3-page limit; answer all questions.

1. **ORGANIZATION BACKGROUND.** Discuss the founding and development of the organization. Explain the original issue and/or opportunity the organization was founded to address and how that may have changed over time.
2. **GOALS.** Describe the organization’s current goals.
3. **CURRENT PROGRAMS.** Provide a brief description of the organization’s current programs. Include population and numbers served, as well as expected results. If this request is for a specific program, describe that program in Question 4; describe the organization’s other programs here.
4. **PROGRAM REQUESTS ONLY.**
  - a. Provide a summary of the plan for the program request. Include the issue and/or opportunity addressed, goals and objectives, activities, and timeline.
  - b. Explain why the organization is approaching the issue and/or opportunity in this way.
  - c. Provide a detailed timeline of when the program will be implemented and completed.
5. **EVALUATION.**
  - a. Describe how the organization measures impact. If this is a program request, describe how impact is measured for the program that is the subject of this proposal.

**Respond to (b) OR (c):**

  - b. For general operating or capital requests: Summarize key evaluation results or findings that demonstrate the organization’s impact. Indicate the time frame for the results or findings.
  - c. For program requests: Summarize key evaluation results or findings that demonstrate the program’s impact. Indicate the time frame for the results or findings.
6. **GRANT INFORMATION.** Please provide a brief description of how and when the grant will be used by your organization. How did you hear about this grant opportunity?

## OPTIONAL

7. **VOLUNTEERS.** Describe how the organization involves volunteers and unpaid personnel (other than the board of directors) within a typical 12-month time period. Include number of volunteers and hours (if tracked by the organization).
8. **BOARD OF DIRECTORS.** If your organizational structure includes a board of directors, please provide a brief biography of each board member including how they became involved in the organization.
9. If there is additional information that is vital to convey in this proposal, do so here. (This must be contained within the two-page limit for general operating requests or the three-page limit for program requests.)

**Please submit the completed form to:**

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(530) 889-7372 • [dmitani@placer.ca.gov](mailto:dmitani@placer.ca.gov)