



FOR YOUR HEALTH

2019-20 Caring Community Grants Program Timeline

Jan. 2019	Grants Program Public Information Sessions- will provide an overview of our grants program and how to apply for funding. The 2019-20 information sessions will be held on January 10 at 9:30am at the SHD offices.
Feb. 2019	LETTER OF INTENT DUE February 11, 2019 by 5pm The Grants Review Committee will review the Letters of Intent in late February. A notification will be sent to the prospective grantees asked to submit a full application.
March 2019	FULL APPLICATION DUE March 28, 2019 by 5pm
May 2019	The Grants Review Committee will meet to discuss full applications in mid-May. Following review of the completed applications in May the Grants Review Committee will make its recommendations for funding to the District Board of Directors in June.
June 2019	Board to vote on grants recommendations at the June 2019 Board Meeting. The District Board may chose to offer full funding, partial funding or no funding. Applicants offered partial funding will be provided a Scope of Work Change Form to revise their proposal to match the reduction in funding. These meetings are open to the public and committee members and grant applicants are welcome to attend. We will notify grantees of their approval and grant amount and mail an agreement. A special training for new grantees on program evaluation and reporting will be required (Date TBD) Checks for half of the grant amount will be mailed out first week of July.
Dec. 2019	MID-YEAR REPORTS DUE December 20, 2019 by 5pm
Jan. 2020	Second half of grant funding upon successful completion and acceptance of mid-term report and possible site visit
June 2020	FINAL REPORTS DUE June 19, 2020 by 5pm

Questions: Please contact Jenny Bratton (650-421-2155 x 207 or jbratton@seqhd.com)