

October 14, 2020

**SF JAPANTOWN FOUNDATION GRANT APPLICATION**

**1770 Post Street, #291**

**San Francisco, CA 94115**

**Email: [sfjapantownfoundation@gmail.com](mailto:sfjapantownfoundation@gmail.com)**

**Inquiries: (415) 305-5438**

**DEADLINE DATE: NOVEMBER 15, 2020.**

**APPLICATIONS MUST BE SUBMITTED BY COB VIA EMAIL TO:  
[sfjapantownfoundation@gmail.com](mailto:sfjapantownfoundation@gmail.com)**

**NOTE TO INTERESTED APPLICANTS:**

**This year, the SF Japantown Foundation Board of Directors has voted to support and place emphasis on direct service projects and organizations that have not been able to physically showcase their activities highlighting the Japanese and Japanese American culture, history and traditions because of the COVID-19 PANDEMIC as well as organizations who have been continuously providing services to the community during the pandemic.**

**Regrettably, we will cancel our annual Osechi Ryori event in January 2021 out of the concern for the health and safety of our participants. However, our successful online fundraising campaign to support Japanese American community organizations has created the ability for us to offer a grant application program this year, and we hope that you will support our efforts and the efforts of those we will select as grantees for funding.**

**THIS GRANT APPLICATION PROGRAM IS ONLY AVAILABLE FOR NONPROFIT ORGANIZATIONS AND FOR PROJECTS WHO ARE FISCALLY SPONSORED BY A NONPROFIT ORGANIZATION. WE WILL NOT ACCEPT APPLICATIONS BY INDIVIDUALS AT THIS TIME.**

Thank you for your cooperation and we look forward to hearing from you.

I. General Information

Name of Applicant:

If you are being fiscally sponsored, please provide the name of your fiscal sponsor:

Tax Identification Number:

Individual Applying for the Grant:

Individual to contact at the fiscally sponsored Project:

Address:

Telephone:

Email:

Website:

Amount of Request:

(Please Note: the minimum request is \$2000. The maximum request will range between \$10,000-\$15,000)

II. Project Information

We realize that the majority of nonprofit organizations were forced to close their operations since the Shelter in Place Orders went into effect in March, 2020. This greatly curtailed programmatic and fundraising efforts that organizations need to survive and to serve the community.

We also realize that that large social gatherings and in-person activities will be difficult to plan and organize for the near future.

**Please describe the activities that your organization had planned for this calendar year and how it was altered due to the COVID-19 pandemic and the monetary loss that was incurred by the inability to conduct fundraising activities.**

**Also, please share what your proposed activities are for 2021 and how you plan to implement them given the current restrictions imposed for in person activities.**

### **III. Audience**

**Please share information and data to describe who your target audience is and will be for your proposed activities.**

### **IV. Services Provided**

**The COVID-19 pandemic has caused us to make a number of changes in the way we work, live, eat and survive as a community.**

**Organizations in our community have therefore created direct services to specifically address various issues to help us adjust, negotiate and transition into a different life style.**

**Please share what direct service activities your organization has provided to the community since the start of the COVID-19 pandemic and the activities you are proposing for the next year.**

### **V. Budget**

**Please provide us with a budget outlining how funding from the SF Japantown Foundation will be utilized by your organization. We do not need a detailed spreadsheet. A simple breakdown of costs is sufficient. If you are planning to utilize our funds as a match to other funds you are seeking, please indicate that information and whether the funding is secured (or when it will be secured). This information SHOULD NOT exceed one full page.**

## **VI. Certification**

**By signing this Grant Application, you are certifying that you are the authorized representative for your organization/project and that the information contained is true and correct to the best of your ability.**

**Signature:**

**Print Name:**

**Title:**

**Organization/Project:**

**Date:**

**Please submit this information by email to:  
[sfjapantownfoundation@gmail.com](mailto:sfjapantownfoundation@gmail.com) by COB November 15, 2020.  
Hard copy applications will not be accepted.**

**Thank you for your participation!**