**Chancellor’s Community Partnership Fund**

**University of California, Berkeley**

141 University Hall, MC: 4202, Berkeley, CA 94720-4202

Tel: 510-387-8639 Email: calpartnershipfund@berkeley.edu

**2022-2023 Planning Grant Application Form**

**DEADLINE: March 28, 2022 (aim for before 5 p.m.)**

*You can submit your Planning Grant Application by email at: calpartnershipfund@berkeley.edu.*

**Instructions:**

* Starting with the Google Doc, copy to your Google Drive; OR download as a Word or other editable format and rename (see below).
* Click inside the boxes to input information. They will expand as you type. To use automatic checkboxes, double-click the checkbox and select “checked” in the default value list that will pop-up on your screen and click “OK.”
* You may submit your application documents via email to calpartnershipfund@berkeley.edu as Word & Excel; Google doc & spreadsheet; or pdf(s).

Naming Your Planning Application:

* Please save your Planning Grant with the name of your project/program first, in the following format: OurProjectNamePlanningGrantAppCCPF2022-23

**I. Project /Program Information**

| Project/Program Title: |  |
| --- | --- |
| Total Amount Requested: |  |

**Please check one of the eligible Fund Themes:** (check one)

☐ Arts, Culture and Placemaking

☐ Community Health and Community Safety

☐ Economic Development and Economic Empowerment

☐ Education and Youth Development\*

☐ Environmental Stewardship and Climate Resiliency

☐ Leadership Development and Civic Engagement

*\*Note: Applicants for Education and Youth Development grants must demonstrate how program activities align with and further the vision for* [*Berkeley’s 2020 Vision: Equity in Education*](https://chancellor.berkeley.edu/sites/default/files/2020_vision_overview_7.16.18.pdf)*. Other applicants are encouraged to align with relevant equity-focused plans and initiatives that . See guidelines*

**II. Partner Information**

**Applicant/Primary Community Partner Information**

The **primary community partner** will be responsible for implementing the proposed project and fulfilling the terms of the grant.

| Name of Community Organization |  |
| --- | --- |
| Mailing Address |  |
| Contact Person’s Name and Title |  |
| Contact Person’s Email Address |  |
| Contact Person’s Telephone Number |  |

**III. Non-Profit Status\*\***

Funds will be distributed **only** to tax exempt organizations qualifying under Internal Revenue Code section 501(c)(3). An applicant that is not a 501(c)(3) organization must designate one to serve as fiscal sponsor. The IRS determination letter issued to the applicant or fiscal sponsor **and** a letter from the fiscal sponsor confirming its willingness to serve in that role (as appropriate) must be attached to the application. Please indicate whether:

☐ The applicant is a 501(c)(3) organization.

☐ The applicant is not a 501(c)(3) organization and will be seeking a fiscal sponsor.

**IV. Primary University Partner Information**

Please provide the following information for the primary university partner.

| Name of Organization, Department, or Staff Unit at UC Berkeley |  |
| --- | --- |
| Mailing Address |  |
| Contact Person’s Name and Title |  |
| Contact Person’s Email Address |  |
| Contact Person’s Telephone Number |  |

**Status of the Primary University Partner**

☐ **Confirmed:** Partner has agreed to participate

☐ **Pending**: Partner has asked to participate and expressed interest

☐ **Prospective:** Partners has not been asked to participate

**Status of the Primary Community Partner**

☐ **Confirmed:** Partner has agreed to participate

☐ **Pending**: Partner has asked to participate and expressed interest

☐ **Prospective:** Partners has not been asked to participate

If the **Primary University Partner** is a **student** or **student group**, please include the name and contact information for the **Faculty/Staff Advisor** below. This is required.

| Faculty/Staff Advisor |  |
| --- | --- |
| Title, Department/Unit |  |
| Email Address |  |
| Telephone Number |  |

**V. Other Potential Partners (optional)**

Please list other community or university partners that you wouldpartner with on this project. Also indicate whether these potential partners are: 1) confirmed, 2) pending, or 3) prospective (see above definitions)*.* Additional partners can be added to the table below, or may be attached on a separate sheet of paper, if necessary.

| **Potential Partners** | **Status (confirmed, pending, prospective)** |
| --- | --- |
|  |  |
|  |  |
|  |  |

**VI. Planning Grant or Sustainability Project Narrative**

The Fund supports well organized campus-community partnerships that undertake result-oriented projects and programs that demonstrate a clear benefit for Berkeley residents (as a group or specific neighborhoods). Please provide information about your partnership and the brief description of the planning activities you plan to carry out. You can only apply for one planning grant.

**Planning Grant Summary (not to exceed 300 words)**

Please provide information about your partnership and the brief description of the projects and or activities you plan to carry out. Your Project Summary should include:

1. Provide a brief description of the critical community (and/or neighborhood) need or issue your community-campus partnership will address. Please identify the target population and/or neighborhood that will benefit from your program and briefly describe how the partnership you will develop will improve the lives of Berkeley residents.
2. Please describe any of the activities you will organize to realize the outcomes you envision for the Berkeley community. (Note: Education-focused projects must demonstrate how the proposed activities are aligned with and further at least one of the objectives of Berkeley’s 2020 Vision: Equity in Education. For more information visit [https://www.cityofberkeley.info/2020-vision](https://www.cityofberkeley.info/2020-vision/) and [see this document](https://chancellor.berkeley.edu/sites/default/files/2020_vision_overview_7.16.18.pdf).)
3. If your partnership has not developed an action plan that includes specific program activities, please describe how you will use this planning grant to develop a viable action plan or description of specific program activities.

|  |
| --- |

**Planning Grant Summary word count:\_\_\_\_\_\_\_\_**

*not to exceed 300 words*

**Partnership Summary (not to exceed 300 words)**

One of the main goals of the Fund is to establish and strengthen meaningful, collaborative partnerships between the university and community. Describe any existing partners and potential partners that you will engage in this planning process; include details of planning activities you will undertake; and the roles each partner will play in the planning and/or implementation of proposed activities.

|  |
| --- |

**Project Summary word count:\_\_\_\_\_\_\_\_**

*not to exceed 300 words*

**VII. Budget:** Please describe the resources needed to carry out the proposed planning project or your sustainability project. Include details how the requested funds will be allocated.

|  |
| --- |

**VIII. Electronic Signature**

By entering your name, title, organization, and date below you are agreeing that: You are an authorized representative of the organization(s) identified on the Pre-Application Form and that the information you have included in this document and other supporting materials is to the best of your knowledge true and accurate.

| Name:  Title:  Organization:  Date: |
| --- |

*Last Revised 02/2022 GCR*