

## COVID-19 Response Community Funding Initiative

### Application Guidelines:

Travis Credit Union is matching up to \$4M in donations made for the Travis Credit Union Foundation's COVID-19 Response. The Travis Credit Union Foundation is raising funds for non-profit organizations in local communities who are providing services and resources to families, youth and seniors or children impacted by COVID-19. Services and resources include but are not limited to providing food, shelter services, childcare etc. The Travis Credit Union Foundation is dedicated to empowering communities through financial wellness.

The Community Funding Initiative has been created to give non-profit organizations an opportunity to receive up to \$40,000 from the Travis Credit Union Foundation. This donation will consist of up to \$20,000 in cumulative donations received from the community and up to \$20,000 in matching funds received from the Travis Credit Union.

Once \$20,000 has been raised and matched by Travis Credit Union, participating organizations will be added to the Funding Completed list on the Travis Credit Union Foundation website and will no longer be eligible to receive matching funds. All organizations will be removed from the Community Funding Page at the end of the day on September 30th. Funds will be distributed to organizations once a minimum of \$500 in donations (\$250 donated from the community, \$250 matched from Travis Credit Union) is raised for them. Distributions will be made twice a month, with the last of the funds raised by September 30th, distributed by October 16th.

Participating organizations will share the page with their communities to encourage them to make donations through the Travis Credit Union Foundation website to maximize the matching opportunity. However, participating organizations cannot donate to the Travis Credit Union Foundation to receive a matching donation.

### Participation Requirements:

Organization must be currently delivering services and/or distributing resources to serve people impacted by COVID-19 in one or more of the following counties: Alameda, Colusa, Contra Costa, Merced, Napa, Placer, Sacramento, San Joaquin, Solano, Sonoma, Stanislaus and Yolo.

### Application Process

- A completed form must be signed and submitted, along with a W-9 and current 990. If you wish to provide additional information for any of the questions in the application, please do so in a separate sheet.
- Applications must be submitted via email to [dsandhu@tcufund.org](mailto:dsandhu@tcufund.org) or by regular mail:  
Travis Credit Union Foundation's Community Funding Initiative  
PO Box 2069  
Vacaville CA 95695
- Travis Credit Union Foundation will send each applicant an email to confirm receipt of their application.
- Upon review of an application, the organization will be notified of the decision via email.
- All approved applicants will be added to the Community Funding Page.

## Requirements

- Participating organizations must provide a W-9 and current 990.
- Participating organization must promote the Community Funding Initiative to encourage their community of donors to donate through the Travis Credit Union Foundation to double their impact.
- The full name of the foundation” Travis Credit Union Foundation” must be used in all press releases, social media and marketing materials etc. Written and/or video testimonials and stories will also be appreciated.
  - Recognition is expected of all gifts, cumulative or individual of \$5,000 and more.
- The funds must be used for programs, projects, and operation costs for providing services and resources for families, youth and seniors or children during the COVID-19 outbreak.
- For all cumulative donation of \$10,000 or more, the organization must provide a brief report about the impact of the gift to the work of your organization. The information will be shared with our donors to give them a better understanding of the impact made by their donations.

Note: Participating organization cannot make a donation to themselves through the Community Funding Initiative to receiving a matching donation. For example, Help the Children Inc. cannot designate a donation to Help the Children Inc. and receive a matching donation.

If you have any questions, please feel free to contact Dimpel Sandhu, Director of Fundraising and Development at 707-469-4982 or via email at [dsandhu@tcufund.org](mailto:dsandhu@tcufund.org).

**Application for COVID-19 Response Community Funding Initiative**

Organization Name: \_\_\_\_\_

501(c)3 Tax ID# \_\_\_\_\_ EIN: \_\_\_\_\_ Website: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Executive Director/CEO: \_\_\_\_\_

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

Name of Applicant: \_\_\_\_\_

Position: \_\_\_\_\_

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

**Briefly describe the services and/or resources your organization is currently providing to populations impacted by the COVID-19 health crisis.**

**Briefly describe the populations your organization is currently serving.**

**Explain the economic impact the COVID-19 health crisis has had on your organization's overall capacity to deliver services to children and families, youth and/or older adults in greatest need.**

**What are your spending priorities for the funds received? What populations do you expect to support (or continue to support) with this funding**

Estimated number of people served with the funds received \_\_\_\_\_

Total number of Children \_\_\_\_ Youth \_\_\_\_ Adults \_\_\_\_ Seniors \_\_\_\_ Families \_\_\_\_

**What are your short-term goals and objectives? How will this funding help you achieve your expected outcome during the COVID-19 pandemic?**

## **REPORTING & PUBLICITY COMPLIANCE**

By signing below, I understand that as a participant in the Community Funding Initiative, our organization is eligible to receive up to \$20,000 in donations from the Travis Credit Union in addition to all funds designated to my organization through the Community Funding Initiative by donors. The total amount received from the Travis Credit Union Foundation is dependent upon the amount of donations the organization receives through the Travis Credit Union Community Funding page. My organization will provide recognition for all cumulative or individual gifts of \$5,000 or more received from the Travis Credit Union Foundation, through our media and social media channels, including written and/or video testimonials and stories. Travis Credit Union Foundation is not responsible for promoting any specific organization, while the organization is participating in the Community Funding Initiative.

\_\_\_\_\_  
Executive Director's Signature

\_\_\_\_\_  
Date