

General Information and Requirements for Grant Requests followed by Grant Application



The Grant Committee of Sakura Foundation has established the following guidelines and requirements for organizations that wish to apply for grant funds. Applications should be completed and submitted electronically with all requested information and attachments included. **Sakura Foundation is limited to providing grant support to Colorado nonprofit organizations and/or activities/events held in Colorado.**

1. The grant application amount should be limited to requests of \$1,000 or less. At the Grant Committee's sole discretion, grant requests, if funded, may be funded at lesser levels than requested by the applicant.
2. The activity, event, or program for which grant funds are requested should align with and not contradict the mission of Sakura Foundation, which is to celebrate and share Japanese & Japanese American culture and heritage in order to promote a more compassionate, resilient, & equitable society.
3. Sakura Foundation does not accept applications for grant support to the following:
 - Other foundations or nonprofits that distribute money to recipients of its own selection.
 - Endowments.
 - Individuals.
 - Organizations that practice discrimination of any kind.
 - Organizations that do not have fiscal responsibility for the proposed project.
 - Organizations that do not have an active 501(c)(3) nonprofit IRS determination letter.
 - Coverage of deficits or debt elimination.
 - The influence of legislation or to support candidates for political office.
4. Sakura Foundation policy discourages communication with the Grant Committee either before or after application submittal, unless requested by the Grant Committee. Any discussions or indication of interest prior to or after submission of a written application or onsite visit should not be construed as a commitment by Sakura Foundation. Each application will be considered on its own merit and accepted or rejected only in writing via email. Grant requests should be submitted electronically and will be initially reviewed by the Grant Committee. Follow-up conversations and/or site visits by Sakura Foundation representatives may be requested. A final decision is reached after discussion and a majority vote of the Grant Committee.
5. If a grant application is rejected, an applicant may not submit a new application for the same request. An organization may apply for more than one grant in the same calendar year, however, organizations who have not received a Sakura Foundation grant in that time frame or have never applied for a grant will have priority over those who have previously been awarded a grant.
6. Sakura Foundation's Grant Program is subject to applicable provisions of the Tax Reform Act of 1969, which may impose restrictions on program activities, operating methods, and financial practices of public foundations. The Act may require Sakura Foundation and/or applicants to maintain detailed reports and record keeping, which may contribute to the volume and type of information required in making application and accounting for all grants.

Direct inquiries can be made to Sakura Foundation at grants@sakurafoundation.org
or by contacting Stacey Shigaya, Executive Director, at 303.951.4486



GRANT APPLICATION

Applicants should review the general information and grant requirements before completing the application below.

APPLICANT INFORMATION

Should your request be approved, the grant payment will be made payable and sent to the organization listed below

Contact Name/Title:

Organization:

Mailing Address:

Email Address:

Phone (office):

(cell):

Website URL

Year established:

Grant amount requested (not to exceed \$1,000): \$

Date funds are needed:

**FOR ALL QUESTIONS BELOW, USE AS MUCH SPACE AS NEEDED TO
PROVIDE COMPLETE AND COMPREHENSIVE RESPONSES.**

Describe the purpose of the requested grant funds:

Project/program name and objective/goals:

Schedule for completion:

How you will measure its success:

Explain how your project/program relates to the mission of the Sakura Foundation *to celebrate and share Japanese & Japanese American culture and heritage in order to promote a more compassionate, resilient, & equitable society.*

Attach a detailed budget of your project/program's anticipated income and expenses. You must list all other anticipated sources of income for your project/program, in addition to the amount you are requesting from the Sakura Foundation.

If applicable, provide your previous Sakura Foundation grant history for the past three years:

<u>BACKGROUND INFORMATION ON YOUR ORGANIZATION</u>
Briefly describe your organization's history and mission:
Describe your organization's involvement, if any, with the Japanese American community and/or other Asian American communities in Colorado:

Should your grant application be approved by the Sakura Foundation, your organization is in agreement with the following conditions:

- 1) Your organization is a Colorado nonprofit entity; or you have a fiscal sponsor who is a Colorado nonprofit entity.
- 2) A written status report will be sent to the Sakura Foundation no later than three months after the grant has been awarded or the project pertaining to the grant has been completed, whichever is later.
- 3) If asked, your organization will give a presentation of your grant subject to the Sakura Foundation Board of Directors.

Grant requester (Please print): _____

Signature: _____

Title: _____ Date: _____

Questions? Contact Stacey Shigaya, Executive Director at staceys@sakurafoundation.org

Rev 3/2025