

Community Responsive Mini Grant Application Questions (for reference only)

*Funds for Materials
and Programs have
ended and expended
for this fiscal year !*

Third Application Period

Third quarterly Application will be available
December 2021 for activities occurring
January 2022- June 2022.


**This is for Community Engagement Events and
Professional Development Opportunity's ONLY!**



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Want to know what we
are going to ask in the
Google Form? Find out
here!

Part 1: Demographic Questions

- 
1. Email
 2. First & Last Name
 3. Type of Applicant
 4. Organization or Business Name
 5. Address- Street, City, State, Zip Code
 6. Phone Number

Required
for All
Applicants



Part 2: What type of activity are you applying for?

Community Engagement Event




Jump to Page 2

Professional Development



Jump to Page 3

When
activity is
selected, it
will lead to
Activity
specific
questions



If you are not sure which option to choose, please refer back to the First 5 Solano website for descriptions of each activity to select the closest match.

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Page 2 - Community Engagement Event



Community Engagement Event Questions

1. Tell me about your agency in three sentences.
2. Date/Time of Activity or Event:
3. Where will your activity be held?
4. Describe the proposed activity:
5. What is the goal or purpose of the activity?
6. What problem or need does your activity address? Why is this issue important?
7. What audience or demographic are you looking to reach with this activity?
8. Will your activity include families or people not children ages 0-5 and their families or provider? If so, what percentage of participants will be children ages 0-5 and/or their families?
9. Describe how this activity encourages community engagement for children and families in Solano County? How does your activity or event support families and what will they learn?
10. How does this activity or project further your agency's mission and vision?

You will only
be asked
these
questions if
you select
"Community
Engagement
Event"



Jump to Page 4 for the rest of the questions

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Page 3 Professional Development

Professional Development Questions


1. Tell me about your agency in three sentences.
2. Date /Time of Activity or Event:
3. Where will your activity be held?
4. Describe the proposed Professional Development Opportunity:
5. What is the goal or purpose of the educational opportunity?
6. What problem or need does your professional development training or conference address? Why is this issue important?
7. Describe educational experiences that will result from the proposed conference or training:
8. What audience or demographic are you looking to reach?(If applicable)
9. Will your activity include families or people not children ages 0-5 and their families or provider? If so, what percentage of participants will be children ages 0-5 and/or their families?
10. How will you measure the impact of your training or conference? (If applicable)
11. What are the anticipated short-term and/or long-term measurable outcomes that would be achieved by this funding?
12. How does this activity or project further your agency's mission and vision?

You will only
be asked
these
questions if
you select
"Professional
Development"

Jump to Page 4 for the rest of the questions

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Page 4 Budget




Budget Questions

1. What is the total dollar amount you are requesting from First 5 Solano?
2. Please provide a detailed budget of how you will spend the requested funds. Please include exactly what you will spend the funds on and an explanation of why it is needed for your project.
3. What are your other sources of funding if any? Other sources of funding may include funding or in-kind (in the form of goods or services instead of money)? Please list source of funding and amount.



Required
for All
Applicants



Jump to Page 5 for Agreement

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Page 5 Legal Agreements



Legal Agreement

Please check agree if you will adhere to the following: Maintain and enforce drug-free workplace; and abide by all health and safety standards set forth by the State of California and/or County pursuant to the Injury and Illness Prevention Program; and be knowledgeable of the Child Abuse and Neglect Reporting Act (Penal Code section 11164 et seq.) requiring reporting of suspected abuse; and agrees that the event funded will be located in Solano County, will be tobacco-free and will acknowledge the support of the First 5 Solano Children and Families Commission in its advertising. The event may not be for religious purposes, to benefit an individual, to promote candidate office or for any other political purpose.

☐ Agree

☐ Disagree



Jump to Page 6 for Voluntary Disclosure

Required
for All
Applicants

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Page 6 Voluntary Disclosure

Voluntary Disclosure Questions

First 5 Solano is dedicated to equity in funding and services. The following information is voluntary and requested only to ensure that our funding efforts are representing the community. This information obtained will be kept confidential and separate from your application. This information may be used in aggregate in reports to the First 5 Solano Children and Families Commission. If you choose to, please answer the following questions:

Check all that apply

- 1) Are you a woman- owned organization/ business?
☐ Yes
☐ No
☐ I choose not to identify
- 2) Are you service-disabled veteran–owned business?
☐ Yes
☐ No
☐ I choose not to identify
- 3) Are you lead by a BIPOC (Black, Indigenous and People of Color) owned business?
☐ Yes
☐ No
☐ I choose not to identify
- 4) If you answered yes to question #3, please identify the race/ ethnicity of the person.

Voluntary
for All
Applicants.

Jump to Page 7 for Race/ Ethnicity Disclosure

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Page 7 Voluntary Race/Ethnicity Disclosure



Voluntary Race/Ethnicity Disclosure Question

- ☐ Hispanic or Latino
- ☐ White (Not Hispanic or Latino)
- ☐ Black or African American
- ☐ Asian
- ☐ Native Hawaiian or Other Pacific Islander
- ☐ American Indian or Alaska Native
- ☐ Two or More Races
- ☐ I choose not to identify



Submit Application

Voluntary
for All
Applicants.

Now
Submit

Community Responsive Mini Grants Application Phases

PHASE 1 Complete

Your Application
has been submitted

1. An email confirmation and a copy of the submitted application will be sent to the email used in the application.

PHASE 2

Application Selection Process

1. First 5 Solano reviews and scores application.
2. Applicants who are selected will be notified via email with an Intent to Award letter.
3. Applicants not selected will be notified via email.

PHASE 3

Applicant Agreements

1. Applicants selected will receive via email a scope of work and be required to complete legal agreement and return to First 5 Solano.
2. Applicant may need to submit W9 and vendor application if applicant is new too First 5 Solano mini grants.

PHASE 4

Complete Activity and
Grant Report

1. Once all required documents are returned and processed, funding will be issued within 14 days.
2. Start your Activity!
3. After Activity or event is complete. Submit Grant Activity report (can located on website). Report must be submitted no later than 30 days after activity or event ends.

Congratulations!