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**HUMBOLDT AREA  
FOUNDATION**

## School Enrichment Application

The School Enrichment Grant Program (funded through the Edward L. & Joan Nilsen Fund) accepts applications for programs supporting teachers, classrooms, and fieldtrips, as well as nonprofits that provide direct services and programs for teachers and classrooms in Humboldt County.

Ed and Joan Nilsen established this leadership fund in December of 1994. Ed Nilsen served as a member of the Board of Directors from the time Humboldt Area Foundation was founded in 1972 until 2001. He served as the first chair of the Board and then served in many other essential capacities. Ed Nilsen passed away on February 17, 2015.

### GENERAL INFORMATION

Grant Proposals should be submitted by:

1. A nonprofit organization with tax exempt status under Section 501(c)3 of the Internal Revenue Code,
2. A public benefit organizations (public schools, government agencies, Indian Tribal Governments), or
3. A community group with a qualified fiscal sponsor who meets 1 or 2 above.

Please note: For organizations applying as 501(c)3 charitable organizations, the Foundation will verify 501(c)3 status prior to making awards.

- Organizations with grant reports past due to the Humboldt Area Foundation are not eligible to apply.
- Grants will not be made for the deferred maintenance or annual operating costs of public institutions, churches, and services of special tax districts, government or cemeteries.
- Grants will not pay for expenses that have already been incurred prior to grant award.

### HOW TO APPLY

Submit the following application to:

Humboldt Area Foundation  
Attn: Craig Woods  
363 Indianola Rd  
Bayside, CA 95524

Questions? Please call Craig Woods at (707) 267-9913 or email: [craigw@hafoundation.org](mailto:craigw@hafoundation.org)

**Please note:** Donors will only notify Humboldt Area Foundation regarding requests they would like to fund. Application follow-up is not otherwise included.



**HUMBOLDT AREA  
FOUNDATION**

**SCHOOL ENRICHMENT APPLICATION FORM**

Project Title: \_\_\_\_\_

Amount Requested: \_\_\_\_\_

Date: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

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

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

Executive Director: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

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

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

Tax ID Number: \_\_\_\_\_

Website: \_\_\_\_\_

May we share your proposal with other potential funders?  Yes  No

**PROJECT NARRATIVE**

Please answer the following 5 questions (a short paragraph for each) in a separate document.  
Please **do not exceed two pages**.

1. Describe the project and timeline.
2. What are your expected outcomes?
3. Who and how many will benefit from the project?
4. How will the project utilize existing community resources (local expertise, leadership, volunteers) to enhance the proposal?
5. How will the project have an impact on students' education?

*HAF Staff use only*

**Program Officer:** \_\_\_\_\_

**Committee:** \_\_\_\_\_

**Fund ID:** \_\_\_\_\_

**Review Date:** \_\_\_\_\_

**Action:** \_\_\_\_\_

**Profile No:** \_\_\_\_\_

**Amount:** \_\_\_\_\_

**Batch:** \_\_\_\_\_

**Grant No:** \_\_\_\_\_

**Program Area:**  ANML  COMM  ARTS  ENV  HEAL  TA  YUTH

