

The Foundation Roundtable: Common Grant Application

Cover Sheet

Foundation you are applying to: St. Francis Foundation of Santa Barbara
Legal Name of Applicant Organization: Scholarship Foundation of Santa Barbara
Project Name (if applicable): St. Francis Foundation of Santa Barbara Scholarship Fund
Funds will pay for: College costs for Nurses or Nursing students who would like to achieve a BSN
Full Mailing Address: P.O. Box 3620 Santa Barbara, CA 93130
Location(s) if different from above: Office: 2253 Las Positas Road, Santa Barbara, CA 93105
Executive Director: Colette Hadley
Phone: (805) 687-6065 Fax: (805) 687-6031
Email: chadley@sbscholarship.org Website: www.sbscholarship.org
Contact Person & Title: Colette Hadley, Executive Director Phone: (805) 687-6065

Tax-exempt Status:(Most foundations require 501(c)(3) status. You must check this requirement before applying.)

501(c)(3) Granted Tax I.D. Number: 23-7087774 Other: _____

Type of Request: *Check with individual foundations to determine the types of accepted grant requests.*

General Support Program Support Seed Funding Research
Capital Endowment Multi-Year Other: _____

This Grant Request: \$ 15000 Total Project Budget: \$ 15000

Grant Period from: July 1, 2013 To: June 30, 2014

Total Organizational Budget for Current Year: \$ 9466509 Fiscal year begins: July 1, 2013

Summarize the organization's mission statement (two to three sentences):

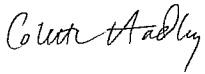

The mission of the Scholarship Foundation is to inspire, encourage, and support Santa Barbara County students in their pursuit of college, graduate, and vocational school education through financial aid advising and the granting of scholarships.

Summarize your grant request (two to three sentences):

We would like to give scholarships to local Santa Barbara County nurses or nursing students who are planning to continue their education by enrolling in the Bachelor's Degree in Nursing Program at CSU Channel Islands. Many of these nurses originally achieved their LVN or RN at SBCC and now they would like to upgrade their skills and knowledge with a Bachelor's degree. In 2013, we had 20 scholarship applicants who were enrolled in the CSUCI program and who want to work locally to benefit their community.

Proposal Authorization

We certify that the information in this application is to the best of our knowledge true and accurate and is submitted with our Board of Directors'/Governing Body's full knowledge and endorsement:

	Colette Hadley, Executive Director	10/11/2013
Signature	Name & Title of Authorized Board/Governing Body Representative	Date
	Janet Garufis, President, Board of Directors	10/11/2013
Signature	Name & Title of Authorized Board/Governing Body Representative	Date

BACKGROUND

1. Your organization's history and accomplishments.

The Scholarship Foundation of Santa Barbara (SFSB) was founded in May, 1962 in Santa Barbara, California and just celebrated its 50th year. In its first year of awards, the SFSB distributed nine \$100 awards to local students. In 2013, SFSB awarded \$8.1 million in scholarships to 2,601 students and provided financial aid counseling services to more than 35,000 students and parents. SFSB is the largest and best-known provider of scholarships and support services to students in Santa Barbara County. For the tenth year, the SFSB received the top 4-star rating by independent evaluator Charity Navigator.

2. Your current programs and activities. Include the constituency you serve, with specific demographic information. How are they actively involved in your organization and/or how do they benefit from your organization's work?

SFSB specializes in two areas: scholarship and loan awards, and financial aid advising.

(a) Scholarships and Loan Awards: SFSB raises money for scholarships and also administers scholarship funds for individuals, foundations, corporations, clubs, and organizations; and manages funds from bequests and established trusts. Currently we administer about 475 annual and endowed funds that range from \$1,500 to \$1,000,000 in value. We also manage an annual grant for student loans for the Santa Barbara Foundation. (b) Financial Aid Advising and Outreach Program: This program is designed to educate students and parents about college choices and all sources of financial aid, as well as offer hands-on help to complete complex federal and state financial aid forms. Currently SFSB utilizes four full-time outreach employees. SFSB organized and attended 1,346 presentations in 2012-13, including workshops and in-class sessions. In addition, SFSB staff conducted 1,090 individual financial aid counseling sessions. The constituency we serve is students who attend a Santa Barbara County high school. They identify themselves as: Hispanic/Latino: 45%; Multi-Ethnic: 6%; Asian/Pacific Islander: 9%; Caucasian: 38%; African-American: 1%; Native American: <1%. Our constituents are often involved as volunteers in our organization, and when they are alumni they may serve on our Board (currently three alumni are Board members).

3. Your organization's relationships – both formal and informal – with other organizations working to meet the same need. In what way does your work differ?

SFSB is the largest college access organization in Santa Barbara County. In our County, Santa Barbara City College and Allan Hancock College have a similar service in that they provide some scholarship awards. Three differences between the colleges and the Scholarship Foundation of Santa Barbara are:

- SFSB gives awards to local students who graduated from high schools in our County only. The colleges have significant populations of students from outside the area who receive their school scholarships.
- SFSB has a streamlined operation and does intensive outreach to students and parents. This allows us to efficiently process 3,600+ applications each year and award \$8 million. Last year, the community colleges processed several hundred applications and awarded \$800,000 total in scholarships.
- The Scholarship Foundation does not charge an administrative fee to scholarship donors. All scholarship donations go to student awards, and gifts are 100% tax deductible. The colleges charge fees to manage and invest scholarship funds.

FUNDING REQUEST

1. **What need or problem does your project work to address?**

This grant addresses the need for students to complete post-secondary degrees at a time when tuition & fees at educational institutions are at an all-time high. Tuition and fees at public four-year colleges have increased at an average annual rate of 6 percent beyond inflation over the past 10 years. In particular, there is a great need for Nurses with advanced credentials such as Bachelor's degrees and higher. These Nurses are in extreme demand in educational environments to instruct new Nursing students.

2. **In a short paragraph, tell us your project's or organization's goals and specific outcomes you project for the grant period.**

SFSB overall organizational goals include:

- Increase college access opportunities for Santa Barbara County students.
- Provide enough financial support to enable Santa Barbara County students to pay for college or vocational school without incurring high levels of debt.
- Inform and train Santa Barbara County students about all sources of financial aid and scholarships so they can obtain sufficient funds to complete college or vocational school.

Program goals for the St. Francis Foundation Scholarship Fund are to select appropriate students according to the selection criteria and schedule as agreed to with the St. Francis Foundation trustees. We anticipate awarding five awards at \$3,000 each for a total of \$15,000. Students are required to enroll full-time and to meet their degree objective.

3. **Describe your program or the capital items requested, including**

- **Whether the request is new, ongoing, or an expansion**
- **Target audience, including specific demographic information**
- **Activities/strategies that will be used to meet your stated outcomes**
- **General timeline**

This is a new request for funding to pay for scholarship awards. This scholarship fund will support five scholarships totaling \$15,000, to be awarded in May 2014 and to be used by the recipients in the 2014-15 academic year. Our target audience is graduates of Santa Barbara County high schools who are planning to enroll in the Bachelor's Degree in Nursing program at CSU Channel Islands. Last year the average annual family income (a family of four with one child in college) of the students we served was a little under \$60,000.

To achieve this stated outcome in scholarship selection, we evaluate these areas: academic preparation, activities, employment, writing ability, family obligations, recommendation letters, and financial need. We also consider in our selection process the factors of motivation and potential, as demonstrated by the application materials, recommendation letters, and in the personal interview. We continue to commit to personally interviewing every qualified new applicant in the belief that the interview experience is valuable to the student/applicant and allows the student to express their hopes and

concerns about attending college. A group of about 200 people, consisting of our Board of Directors, Past Presidents' Council, and a select group of community volunteers, are trained in our evaluation process and then scheduled to interview qualified applicants. Also, prior to when an interview is conducted, the professional staff reads and analyses every student aid application, and uses the U.S. Department of Education's Federal Methodology formula to calculate the Expected Family Contribution (EFC) for each applicant. Every eligible applicant is offered assistance in completing the Free Application for Federal Student Aid (FAFSA) and the foundation requires a copy of the Student Aid Report (SAR) to complete the application file.

After the interviews are completed, SFSB program staff members read the applicant file again, this time with the interviewer's notes and comments. Each file receives this comprehensive review, as well as a quantitative point score from the interviewer. Four professional staff members then make the final selection of scholarship recipients using guidelines developed by the Student Programs Committee, and administered by the Board VP of Programs. For scholarship funds that require financial need as the first criteria, the staff does this by cross-referencing an applicant list ranking financial need (EFC's for each student) from high-need to low-need, with a list ranking applicants from high-point score to lower-point scores. For merit-based scholarship funds, we would only use a list ranking applicants by achievement score. In addition, staff members take into consideration any other donor selection criteria, such as preference for certain majors, and uses subsets of the lists of students identified to have these attributes. Students with a strong match to a particular fund are given first priority for awards in that fund. In this way, the students with the highest financial need and the greatest academic promise are helped first, and then the SFSB matches remaining students on the respective lists until all scholarship funds are awarded for that funding cycle.

Our timeline is as follows: outreach presentations and college and financial aid advising efforts occur all year, but are most heavily concentrated from September-February. The SFSB scholarship application is available October 1, with a submission deadline of January 31. SFSB screens and examines applications from February 1 – 28, interviews applicants from March 1 – April 15, evaluates and selects scholarship recipients from April 15 – May 15, and announces award decisions to the applicants, donors, and community on or very near to May 15. If a student has a complete file with final academic transcript, financial aid transcript, and their fall schedule showing full-time enrollment, we will mail their fall scholarship payment beginning in September to the college financial aid office. If they have not completed their file at that time, we will contact them with a reminder and send the fall scholarship payment after they respond with the required materials.

4. If this is a request for General Support, what are your organization's most pressing needs?

This is not a request for General Support.

5. How do you plan to evaluate the effectiveness or impact of the grant?

The impact of your scholarships is immediate and direct as the awards go directly toward reducing the total college cost for each recipient. Scholarship recipients are monitored each semester for academic progress. The Scholarship Foundation collects and reviews course schedules as verification of enrollment at the beginning of each term for every student, then disburses checks to the financial aid offices at the colleges for the students' accounts, and collects grade reports at the end of each term. If students do not maintain a full-time enrollment with a minimum of 2.0 GPA each term, the scholarship

funding may be cancelled. Students are required to reapply for scholarships each academic year if they wish to receive continued funding, and submit updated personal and financial information, as well as an essay. We use outcome data on renewals, attrition, and academic progress to select scholarship recipients, and to ensure recipients are getting appropriate support.

6. Summarize the skills and relevant experience of key staff/volunteers essential to the project's success. If other organizations are collaborating on this project, note which ones and in what way.

The SFSB staff is diverse and skilled. Executive Director, Colette Hadley, has a 26-year career history in educational administration, starting with UC Irvine and then 20 years with the SFSB in program management and then as Executive Director. In the Scholarship program, there are 4 FTEs: Director of Programs Vicki Wedmore has 18 years of program management experience, all in the field of student financial aid from two different foundations. Rubi Castellanos and Amanda Sellars, Assistant Program Directors, have 6+ years of experience in higher education, and Julie Evans, Program Assistant, has 15 years of student program experience. In the Outreach and Advising program, there are 4 FTEs: April Montes, who was promoted to Outreach Manager in 2012, has worked at the SFSB since 2009, and prior to that worked for the Central Coast Cal-SOAP program and for the YMCA youth programs. Newly hired in 2012 Outreach Counselors, Andrea Martinez, Miriana Del Toro and Naree Sorich bring to the foundation experience in working with Cal-SOAP organizations, AVID, private and public colleges, and foster youth. SFSB is a founding member of the Cal-SOAP (California Student Opportunity and Access Program) consortium and presents free financial aid advising workshops to SB County youth participants at 30+ community & nonprofit groups, and to employees at a number of local businesses. The Scholarship Foundation works collaboratively and closely with staff, guidance counselors, and educators at all Santa Barbara County school sites. Within our school communities, the SFSB's reputation for providing solid and accurate information on a consistent and expansive basis, as well as significant scholarship awards, has contributed to its position as the number one, "go-to" resource in our County for school counselors, administrators and teachers when dealing with financial aid and college access issues.

7. If full funding is not available, what is the contingency plan for securing additional support and/or how can you modify your proposal? Please explain.

If full funding is not available we will reduce the St. Francis Foundation scholarship program to the necessary size and award a smaller number of scholarships from that fund. Overall for the SFSB and separate from the proposed St. Francis Foundation fund, we have already identified a few foundations that are pledging to grant gifts for scholarship awards in the 2014-2015 academic year. We continue to be pro-active and continually approach other foundations, and commit to an on-going calendar of proposals/donation requests (year-round) to philanthropic individuals. We have a 50-year track record of working extremely hard to ensure that SFSB secures as much scholarship and program support each year as possible. Our plan for sustaining our program is to continually refine this effort, always striving to identify new foundation grant opportunities, and to cultivate relations with individuals with financial means to support the program over the long term.

Scholarship Foundation of Santa Barbara
Board of Directors/Governing Body
2013-2014

Name	City	Affiliation/Profession	Board Position	Yrs. Of Service
Janet Garufis	Santa Barbara	President, Montecito Bank & Trust	President	6
Kathy O'Leary	Santa Barbara	Community Volunteer	VP Administration	9
Christie Glanville	Santa Barbara	Retired, Teacher, Laguna Blanca School	VP Development	4
Erik Frost	Santa Maria	Retired Secondary School Administrator	VP Student Aid	3
Victoria C. Hazard	Santa Barbara	Retired CPA, Private Investment Manager	Treasurer	8
J. Taylor Woodward	Santa Barbara	Ret., Counsel and Corporate Secretary, Johnson & Johnson		4
Roger Aceves	Santa Barbara	Former Mayor, City of Goleta; Retired, SBPD		10
Joan Arnold	Santa Barbara	Owner, Interior Design Services		13
Greg Bartholomew	Santa Barbara	Broker, Hayes Commercial Real Estate		8
Gale Busch	Santa Barbara	Retired Vice President/CFO, Computer Sciences Corporation		19
Trudi Carey	Santa Barbara	President, The Carey Group		12
Tricia Fahnoe	Santa Barbara	Financial Advisor, Mission Wealth Management		1
Geri Green	Santa Barbara	Community Volunteer		13
Norm Habermann	Santa Barbara	President, Scobrett Associates; Former Executive W.R. Grace & Co.		17
Shirley Ann Hurley	Santa Barbara	Community Volunteer		19
L. Robert Johnson	Santa Barbara	President, Founders Capital Partners		12
Jim Knight	Santa Barbara	Business Consultant, Novim		6
Diana Lee	Santa Barbara	Attorney, Reicker, Pfau, Pyle & McRoy		7
Donald R. Logan	Santa Barbara	President, Logan Capital Corporation and Charleston Capital Corporation		9
Dale J. Marquis	Santa Barbara	Chairman, Pacifica Real Estate Group; President, Invest West Financial Corp.		20

How often does your governing body meet? Monthly, except in May and December

Scholarship Foundation of Santa Barbara
Board of Directors/Governing Body
2013-2014

Name	City	Affiliation/Profession	Board Position	Yrs. Of Service
Suzanne McNeely	Santa Barbara	President, Senior Planning Services		8
Barrett O'Gorman	Santa Barbara	Attorney, O'Gorman & O'Gorman		18
Ken Pash	Santa Barbara	Retired, Investment Professional		11
Carrie Randolph	Santa Barbara	Managing Director, Lead From Within/Courage to Lead		1
Lisa Rivas	Santa Barbara	Governmental Affairs Director, Venoco Inc.		6
Ginger Salazar	Santa Barbara	Founder, Imagitas Marketing		4
Maryan Schall	Santa Barbara	Community Volunteer; Retired Professor		23
Angela Siemens	Santa Barbara	Community Volunteer, National Charity League, Business Professional		2
Jay D. Smith	Santa Barbara	Retired, Corporate Secretary, Santa Barbara Bank & Trust		12
Jean A. Smith	Santa Barbara	Managing Partner, Walpole & Co. CPA		8
Rachael Steidl	Santa Barbara	Founder and Owner, Parentclick.com		2
Arthur Swalley	Santa Barbara	Partner, Director of Investments, Arlington Financial Advisors		19
Bill Terre	Santa Barbara	General Manager, FLIR Commercial Vision Systems		3
Fernando Velez, Jr.	Santa Barbara	Attorney, Reicker, Pfau, Pyle & McRoy		9
Richard V. Wells	Santa Barbara	Owner, Wells Properties		10
Julie Whalen Schuetz	Santa Barbara	Sales Executive, Lynda.com		4
E. David Yossem	Santa Barbara	President, West Coast Financial Services		16
Craig Zimmerman	Santa Barbara	President, The Towbes Group		10

How often does your governing body meet? Monthly, except in May and December

Applicant Name: Scholarship Foundation of Santa Barbara

Attachment 2

Program Budget

Program Name/Capital Request: St. Francis Foundation Scholarship Fund

Budget dates for grant period: 07/01/2013 - 06/30/2014

INCOME

Source	Total Program(\$)	Pending (\$)	Notes
St. Francis Foundation of SB	\$ 15,000	15,000	This request
TOTAL INCOME	\$ 15,000	\$ 15,000	

List the In-Kind (non-cash) contributions:

EXPENSES

Item	Total Program(\$)	This Request (\$)	
Scholarship Awards	\$ 15,000	\$ 15,000	
TOTAL EXPENSES	\$ 15,000	\$ 15,000	St. Francis Foundation

Grant Application

Applicant Organization Name: Scholarship Foundation of Santa Barbara

Organization Financial Summary

Fiscal Year Dates: 7/1-6/30

INCOME

Possible categories: Government grants, foundation grants, individuals, business support, events, fees for service, etc.

Source	Prior Year's Actual (\$) [6/30] date 2012	Projected Annual Budget (\$)	YTD Actual (\$) [3/31] date 2013
Donations and Grants	6,886,449	5,884,500	3,091,725
Permanently Restricted Gifts	581,917	1,000,000	982,214
Bequests	369,411	0	525,112
Special Events (Net)	126,274	125,000	158,391
Administrative Fees	200,444	170,200	127,650
Interest and Dividends	398,062	405,000	416,585
Realized & Unrealized Gains	(2,641,675)	706,000	4,032,119
Mineral Royalties	59,342	56,000	40,504
TOTAL INCOME	\$5,980,224	\$8,306,700	\$9,374,300

List the In-Kind (non-cash) contributions:

EXPENSES

Possible categories: Salaries, professional fees, rent and utilities, travel, publicity/outreach, events, etc.

Item	Prior Year's Actual (\$) [6/30] date 2012	Annual Budget (\$)	YTD Actual (\$) [3/31] date 2013
Scholarship and Loan Awards	6,725,487	6,930,000	0
Salaries and Benefits	1,142,319	1,278,400	939,116
Occupancy	84,761	67,000	73,993
Advertising and Promotion	104,863	103,100	71,815
Public Relations and Meetings	90,420	75,000	49,045
Information Technology	43,426	38,100	36,805
Postage	18,124	18,400	14,176
Depreciation and Amortization	46,025	55,800	40,746
Other	179,879	186,700	104,744
TOTAL EXPENSES	\$8,435,304	\$8,752,500	\$1,330,440
NET PROFIT OR LOSS			

Total Capital Expenses	\$306,378	\$29,600	\$36,600
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i.e., computers, vehicles, building improvements, etc.

Explanatory Notes: Scholarship and Loan Awards are awarded and recorded in May of each year.

Grant Application

Applicant Organization Name: Scholarship Foundation of Santa Barbara

Organization Balance Sheet Summary

ASSETS	MOST CURRENT (\$) [3/31] date 2013	PRIOR YEAR CLOSE (\$) [6/30] date 2012
Current Assets		
Cash & Equivalents	1,549,727	2,634,695
Accounts Receivable		
Prepaid Expenses	16,975	91,517
Inventory		
Grants/Pledges Receivable	693,176	2,892,191
Other	20,477	48,442
Fixed Assets (Net)		
Property		
Buildings	226,159	240,109
Equipment	102,428	95,588
Investments		
Endowments	41,011,339	36,083,104
Other	128,500	130,000
TOTAL ASSETS	\$43,748,781	\$42,215,646
LIABILITIES		
Current Liabilities		
Accounts Payable	215,560	6,575,440
Accrued Expenses	58,963	115,529
Long Term Debt (current portion)		
Short Term Debt		
Other	0	94,280
Long Term Debt (over a yr)		
Loan		
Other		
TOTAL LIABILITIES	\$274,523	\$6,785,249
Net Assets		
Unrestricted		\$4,394,871
Temporarily Restricted		\$5,388,559
Permanently Restricted		\$25,646,967
TOTAL LIABILITIES & NET ASSETS	\$43,748,781	\$42,215,646



U. S. TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE
WASHINGTON 25, D. C.

JAN 16 1964

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D 435905

Santa Barbara Scholarship
Foundation
c/o Griffith & Thornburgh
7 West Figueroa
Santa Barbara, California

PURPOSE	
Educational and Charitable	
ADDRESS INQUIRIES & FILE RETURNS WITH DISTRICT DIRECTOR OF INTERNAL REVENUE	
Los Angeles, California	
FORM 990-A REQUIRED	ACCOUNTING PERIOD ENDING
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	December 31

Gentlemen:

Based upon the evidence submitted, it is held that you are exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code, as it is shown that you are organized and operated exclusively for the purpose shown above. Any questions concerning excise, employment or other Federal taxes should be submitted to your District Director.

You are not required to file Federal income tax returns so long as you retain an exempt status, unless you are subject to the tax on unrelated business income imposed by section 511 of the Code and are required to file Form 990-T for the purpose of reporting unrelated business taxable income. Any changes in your organization's character, purposes or method of operation should be reported immediately to your District Director for consideration of their effect upon your exempt status. You should also report any change in your name or address. Your liability for filing the annual information return, Form 990A, is set forth above. That return, if required, must be filed after the close of your annual accounting period indicated above.

Contributions made to you are deductible by donors as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of sections 2055, 2106 and 2522 of the Code.

You are not liable for the taxes imposed under the Federal Insurance Contributions Act (social security taxes) unless you file a waiver of exemption certificate as provided in such act. You are not liable for the tax imposed under the Federal Unemployment Tax Act. Inquiries about the waiver of exemption certificate for social security taxes should be addressed to your District Director.

Your District Director is being advised of this action.

Very truly yours,

A. J. Stakorn

Acting

Chief, Exempt Organizations Branch