



SACRAMENTO REGION  
COMMUNITY FOUNDATION

# Questions & Answers for GABY Grantseekers

## **What is an agency sponsor?**

An agency sponsor is an organization that has received tax-exempt certification from the IRS. The Sacramento Regional Community Foundation must follow certain rules when we issue grant checks. This is why we ask for proof of tax-exempt status with your grant application. The agency sponsor receives the funds on your behalf and gives you access to the money so you can do your project. Most agency sponsors are nonprofit organizations, but churches and schools can act as agency sponsors, too.

## **What happens after we turn in the application?**

We will send you a postcard letting you know that we got the application. Applications will be reviewed and discussed by GABY members, and you will be invited to attend a GABY meeting to tell us more about your project. After the GABY makes its decisions, the funding recommendations go to the Sacramento Region Community Foundation's Board of

Directors for final approval. A GABY member will call you to let you know if your project has been funded. You should hear from us during the first week of February.

## **When do I get my check?**

Grantees will be notified and funding contracts will be mailed during the first week of February 2004. In order to receive your check, you will need to sign the funding contract and attend a grantee

orientation meeting on February 19, 2004 where we will go over guidelines for completing your projects and answer any questions you might have.

**Thank you!**

## **Important dates for 2003-2004**

**Grant application due:**  
Monday, November 24, 2003

**Grantseeker presentations  
to GABY:**  
Thursday, December 18,  
2003

**Grantee Notification:**  
During the first week of  
February

**Grantee Orientation and  
Check Distribution:**  
Thursday, February 19,  
2004

### **What if I have questions about the grant process or my project?**

Please contact Suzanne Mayes  
at (916) 492-6510 or  
[smayes@sacregfoundation.org](mailto:smayes@sacregfoundation.org)

