

# In-N-Out Burger Foundation® Capital Grant Guidelines

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Capital grants range from \$5,000-\$50,000 and are awarded on a very limited basis each year. The two types of capital grant requests we will consider supporting are:

- **Capital Campaign:** Restricted funding for the construction of new facilities, renovations or upgrades to existing buildings, and other special projects that will enhance the organization's mission.
- **Capital Purchase:** Restricted funding to purchase equipment, furnishings, or any other major material purchases that will enhance the organization's mission.

The Foundation will only consider a limited number of requests from organizations that meet all other funding criteria and who already have established a long-term funding relationship with the Foundation (minimum of 2 years). Grant funding is based on many different factors, which can include: the overall cost of the project, the county the organization is found in, what other avenues of funding the organization is seeking, and whether the project fits with the Foundation's funding priorities.

**Capital Grants are invitation only.** If you are interested in applying, please complete [this form](#) and someone from our team will set up a 30-minute inquiry meeting to further discuss the project. Be prepared to send a draft summary of the project for review. Also, please feel free to reach out to the Foundation if you have questions about the suitability and competitiveness of your proposal.

We strongly encourage organizations submitting a capital grant request to also submit a separate proposal for programmatic or general operating support funding.

## Key Proposal Elements:

- Please provide a detailed explanation as to how the requested funds will add value to your organization's overall mission and ability to serve children and youth who have experienced abuse and/or neglect.
- What stage are you at in the overall project? When will it be completed?
- How much is the total project cost, and what percentage of that has been secured? How much still needs to be raised?
- How else is the project being funded? Please list other donors for this project.
- Note: A proposal, if granted, will not be funded until the end of that calendar year in early December.

## Priority will be given to projects that:

- Provide clear communication of the need that advances organizational priorities.
- Positively impact program delivery and/or organizational efficiency and effectiveness.
- Are well planned and will meet the organization's needs for the foreseeable future.
- Reflect due diligence and determination of reasonable cost for the project.

## Further Information:

- All capital grant proposals must be submitted by **May 1st, at 5:00 PM PST**.
- Lower priority will be given to building improvements of the leased property.
- Funding will not be awarded to projects on hiatus resulting from inadequate funding.

## Capital Grant Reporting Once Awarded:

- The organization's Executive Director must sign a capital agreement before a check is mailed out.
- Organizations will need to complete annual status reports until grant funds are fully expended.

- Any changes to the use of grant funding must be communicated to and approved by the Foundation.