



GIVING POLICY

1. The Foundation properties and assets are irrevocably dedicated to non-profit charitable organizations (Article V, Bylaws) that serve community needs in the areas of arts/culture, education, health care, social services and environmental management. It is the intent to concentrate activities within the following counties:

Alameda, CA
Santa Clara, CA
San Francisco, CA

San Benito, CA
San Mateo, CA

Other locations may be considered individually at the Board of Directors discretion.

2. Priority will be given to organizations and/or projects that directly service the educational and environmental (renewable energy) needs of the geographical areas.
3. In general, the Foundation prefers not to fund on-going operation expenses or fund raising activities. It specifically does not fund political or religious activities.
4. The Foundation does not fund any private person or individual, nor benefit any member of its Board. The Foundation shall be non-profit and non-partisan (Article IV, Bylaws).
5. The Foundation will not fund organizations of which a Board Member is a paid employee. Further, Board Members will not vote on grant decisions concerning an organization from which he/she could benefit financially, although such a Board Member may be the sponsor of a request for such organization.
6. The Foundation will proactively seek out grant making opportunities to meet significant community needs.
7. The Foundation shall allocate at least 5% of its assets as of September 30 each year to be distributed during the following fiscal year (1 October to 30 September).
8. Letters of Inquiry (LOI) and proposals will be acknowledged when received in accordance with application guidelines. If further information or materials are needed, the applicant will be requested to submit them by a given date. All Board members will be notified of the suggested action to be taken on an LOI prior to notification of the submitting party.
9. In all instances, applicants will be notified in writing of the status of the request once a final decision has been reached. All applications for funding are reported to the Board, including those that clearly lie outside the Foundation's interest or guidelines.
10. Grant of funds must be approved by a unanimous vote of the Board.
11. In cases where there has not been sufficient time to investigate an application thoroughly, the proposal will be deferred to the next funding cycle.
12. All grants made by the Foundation are a matter of public information. The Foundation may or may not wish to announce the action.