

10-Week Business Management Training + \$5,000 Grant Award

IEHP Foundation recognizes the hard work of nonprofit organizations (NPOs) in the Inland Empire, which often operate with limited resources but provide crucial services to their communities. To advance Vibrant Health in the region, in partnership with Caravanserai Project, the Foundation has developed a program to better equip local organizations with the infrastructure to scale up their resources, train and hire more staff and ultimately serve their communities better.

The Collaborative Capacity Building Grant - Empowering Nonprofit Business Operations is designed to help strengthen NPOs' business operations and infrastructure, ultimately leading to greater sustainability and an increased capacity to expand their services to help advance health equity in their communities.

Grant recipients will participate in a **10-week business management training program** led by our partner, Caravanserai Project. Upon the organization leader's completion of the program, IEHP Foundation will award a **\$5,000 grant** for building up infrastructure such as professional services, software, equipment and other general operating and non-programmatic expenses.

Through this program, nonprofits will be better equipped to expand their reach, services and resources to help inspire and ignite the health of the Inland Empire.

Eligibility and Criteria

- 501(c)(3) nonprofit or community-based organization (CBO).
- Must have an annual operating budget of \$500,000 or less.
- The organization's leader must complete the 10-week educational program.
 - i.e. CEO, executive director, president, director, etc.
- Organizations operating in the following cities in San Bernardino County*
 - Adelanto
 - Apple Valley
 - Baker
 - Barstow
 - Big Bear City
 - Bloomington
 - Fontana
 - Fort Irwin
 - Hesperia
 - Homestead Valley
 - Joshua Tree
 - Lake Arrowhead
 - Lenwood
 - Lucerne Valley
 - Mountain View Acres
 - Muscoy
 - Needles
 - Ontario
 - Peyton Hills
 - Phelan
 - Rialto
 - San Bernardino
 - Searles Valley
 - Trona
 - Twentynine Palms
 - Victorville
 - Yucca Valley

**Cities selected due to their below average Healthy Place Index (HPI) scores, which measures health equity in California. The Foundation uses HPI as a metric to measure the impact and effectiveness of our initiatives.*

Key Dates and Deadlines

- February 20: Application Opens
- February 27 – March 17: Office hours are available for applicants.
 - Tuesdays (1 – 2 pm) 2/27, 3/12, 3/19 [via Zoom](#)
 - Thursdays (9 – 10 am) 2/29, 3/7, 3/14 [via Zoom](#)
- March 20: Application Closes
- March 28: Grantees are notified.
- April 1 – May 15: Grantees attend Caravanserai Project’s training and coaching sessions.
- May – June 2024: Grants are awarded.

Class Schedule

To be eligible for the \$5,000 grant, grantees must attend at least 90% of the classes and no less than four group/individual coaching sessions (times/dates to be determined on a case-by-case basis).

All classes will be held via Zoom and facilitated by a Caravanserai Project staff member. By the end of the training and coaching series, nonprofit leaders will enhance their knowledge of how to create sustainable structure, strategy, policies and plans to secure financial resources and support over the long term for their organizations.

Class	Topic	Date	Time
1	Mission, Vision and Goals Review	Tuesday, April 9, 2024	11am – 1pm
2	Financial Management for Nonprofits Part 1 – Best Practices and Compliance	Thursday, April 11, 2024	11am – 1pm
3	Financial Management for Nonprofits Part 2 – Budgeting	Monday, April 15, 2024	11am – 1pm
4	Financial Management for Nonprofits Part 3 – Cost of Service Delivery	Thursday, April 18, 2024	11am – 1pm
5	Nonprofit Stakeholders (Customers)	Tuesday, April 23, 2024	11am – 1pm
6	Nonprofit Landscape, Competition and Niche	Thursday, April 25, 2024	11am – 1pm
7	Board Development and Responsibilities	Tuesday, April 30, 2024	11am – 1pm
8	Succession Planning	Thursday, May 2, 2024	11am – 1pm
9	Monitoring and Evaluation Strategies and Tools	Tuesday, May 7, 2024	11am – 1pm
10	Technology Transfer and Adoption for Nonprofits	Thursday, May 9, 2024	11am – 1pm

Classes and schedule are subject to change.

Application Review

Applications will be screened for eligibility and completeness by IEHP Foundation staff. Up to 30 organizations will be selected and applications will be approved on a first come, first serve basis. Grants in the amount of \$5,000 will be awarded after the completion of the educational course. At least 90% of the course has to be completed by the organization's leader (CEO, executive director, president etc.)

How to Apply

1. Go to the online application link: <https://www.grantinterface.com/Home/Logon?urlkey=iehp>
2. Follow instructions on creating an account. *
3. Complete the brief application, should be completed in 15 minutes or less.
Please note some questions are for our own reporting purposes and will not impact eligibility for the grant.

For questions, please contact grants@iehpfoundation.org

*If you have received funding from IEHP Foundation, your username in our Grant Application System has already been created. When prompted to log in, select "forget password" to proceed to the application.