

The District will support the services, programs and agencies with strong and successful track records and which have the highest probability of meeting the District's goals and objectives.

#### DISTRICT GRANTS MUST DIRECTLY BENEFIT THOSE THAT RESIDE IN THE DISTRICT.

The grants made by the Heffernan Memorial Healthcare District must directly benefit those who reside in the District. The District will not consider requests for basic operating expenses, requests to cover budget deficits, requests for research projects, for individuals, retirement of debt, fundraising events or expenses for fundraising, political campaigns or partisan political activities.

Recipients are required to provide regular financial and operational reports and periodically may be requested to make presentations to the Board of Directors at a public shall be made to the Board of Directors.

#### APPLICATION PROCESS

Non Profit agencies interested in applying for funding should submit a Letter of Intent describing their proposed project. The Board of Directors will review the Letter of Intent and determine whether a request will be made for the applicant to submit a Full Proposal. The applicant must appear in person to present the proposal to the Board.

#### GUIDELINES FOR LETTERS OF INTENT

Letter of Intent should be address to the Board of Directors of the Heffernan Memorial Healthcare District and mailed to the address given below. The letter should be no longer than two pages and should include the following information:

1. Name of the applicant with contact person, phone, fax, address and email address.
2. Description of the health care need, problem or opportunity to be addressed.
3. Statement of specific program objectives and intended program outcomes.
4. Overview of program approach including key assumptions underlying the program planning.
5. Explanation of the proposed program's consistency with the District's priorities, policies, goals and guidelines.
6. Description of the applicant's agency and explanation of the applicant's capacity to carry out the proposed program.
7. The funding amount requested from the District.
8. Summary of the proposed budget.

Letters of Intent should be sent to: Heffernan Memorial Healthcare District, 601 Heber Avenue, Calexico, CA 92231