



Attention Oakland-Based Community Stakeholders:

Application for a “Super Venue” Mini-Grant to support Financial Education

Bank on Oakland through Operation HOPE is offering **\$500 to \$1000 mini-grants** to provide financial education classes and referrals to banking partners to serve a minimum of **50 to 100** or more unbanked participants per class. Unbanked participants are defined as those adults, ages 18 and older, without a current financial institution relationship at the time of account opening. Awarded grantees can apply up to a maximum of four mini-grants or a total of **\$4,000** per fiscal year to offer financial education classes and referrals of **200** or more unbanked participants. The financial education curriculum must meet FDIC and Bank on Oakland standards.

Our FDIC partner and Operation HOPE are interested in offering a “train-the-trainer” classes on the acceptable curricula to all those who are awarded the financial education mini-grant. Classes can be tailored to meet the specific needs of your clients or employees, and can be provided in English, Spanish and Cantonese. We highly recommend attending the “train-the-trainer” workshop to be sure your program teaches an approved curriculum. You may also review “Money Smart” and tailor its curriculum to your organization needs.

Project Details

⌚ The Bank on Oakland program will provide \$500 to \$1,000 grants and up to a maximum of \$4,000 to cover the costs associated with hosting a financial training class (or classes), and incentive for becoming a “Super Venue” community stakeholder. For every \$500 mini-grant, it must educate a minimum of 50 unbanked clients; for every \$1,000 mini-grant, it must educate a minimum of 100 unbanked clients. *Funds will be distributed after the successful completion of class.*

⌚ Bank on Oakland will provide a “train-the-trainer” workshop(s) for grantees to offer training on acceptable curricula, which must include education on:

Basic Banking	Credit
Checking	Debit Cards
Savings	Direct Deposit
Budgeting	Overdraft/NSF fees

⌚ The class will cover basic checking account management, budgeting, savings, credit, and avoiding financial pitfalls.

⌚ Classes can vary between 90 minutes and 2.5 hours in length, depending on the type of class requested by the organization.

⌚ Classes for the unbanked may be offered during the day, the evening or on weekends.

Eligibility Requirements

⌚ Organization must be located within, and primarily serve residents of Oakland.

⌚ Organization must serve a low to moderate income client base.

⌚ Organization does not need to be a 501(c) 3 to be eligible; employers or other groups may apply.

- ⌚ Organization must be able to provide a meeting space and appropriate staff (including childcare providers) as necessary.
- ⌚ Must be able to recruit a minimum of fifty (50) participants.
- ⌚ Preference will be given to groups willing to open the class to the public and list details on bankonoak.org.
- ⌚ Must be willing to conduct and collect the short Bank on Oakland Financial Education Survey of participants to help us assess the effectiveness of these classes.
- ⌚ Organization must be responsible for tracking enrollment, completion and referral of the unbanked.
- ⌚ Organization is responsible for organizing all aspects of the class.

Grant Uses

- ⌚ 100% of this grant must be used to cover the costs of hosting a financial education class, including providing refreshments, outreach, childcare, and covering staff costs.
- ⌚ A trainer-the-trainer class and Money Smart curricula will be provided by Bank on Oakland at no cost to you or your organization.
- ⌚ The payment will be distributed within 15 days upon receipt of the invoice with documentation of successful completion of the class.

Submission

Please complete the application and return to the address provided below. Organizations can apply multiple times but will only be eligible to receive a maximum of \$4,000 per fiscal year. For additional information, please e-mail elaine.denault@operationhope.org.

Completed applications should be e-mailed to elaine.denault@operationhope.org by 5p.m. PST, **Tuesday, October 31, 2011**. Please include "BOO Super Venue Mini-Grant" in the subject line.

Applications received after the submission deadline or in hardcopy format will not be accepted.



Application for a “Super Venue” mini-grant to support Financial Education

Which of the following best describes your organization?

- Workforce development
- Affordable housing
- Immigrant services
- Family support
- Local employer
- Labor union
- Financial institution
- Other _____

What is the average annual income your clients earn?

- \$0 - \$10,000
- \$10,001 - \$20,000
- \$20,001 - \$30,000
- \$30,001 - \$40,000

What languages will your organization be able to provide the financial education in?

- Spanish
- Cantonese
- English

What bank topics does your financial education class cover (if any)?

Please check all those appropriate to you:

- Determine Your Checking Account Needs
- Checking Account Fees
- Types of Checking Accounts
- Choosing a Checking Account
- Check Register
- Writing a check
- Checking Account Statement

Proposed date(s) and time(s) of financial education classes:

Estimated number of attendees (50 / 100 person minimum):

Location of meeting space:

How do you plan to promote your financial education class(es):

Will you be able to open this event to the public? Yes No
If No, please state reason(s) why:

We are willing to invite a partner bank or credit union to participate: Yes No
If yes, we would like to work with:

- People's Federal Credit Union
- Chase Bank
- Bank Of The West
- One Pacific Coast Bank
- Patelco Credit Union
- Bank Of America
- Citibank
- Wells Fargo
- Any of the above

Additional comments:

Contact Information

Contact name: Title:

Organization:

Address:

Phone: E-mail:

Submission

Completed applications should be e-mailed to elaine.denault@operationhope.org by 5p.m. PST, **Tuesday, October 31, 2011**. Please include "BOO Super Venue Mini-Grant" in the subject line.

Applications received after the submission deadline or in hardcopy format will not be accepted.