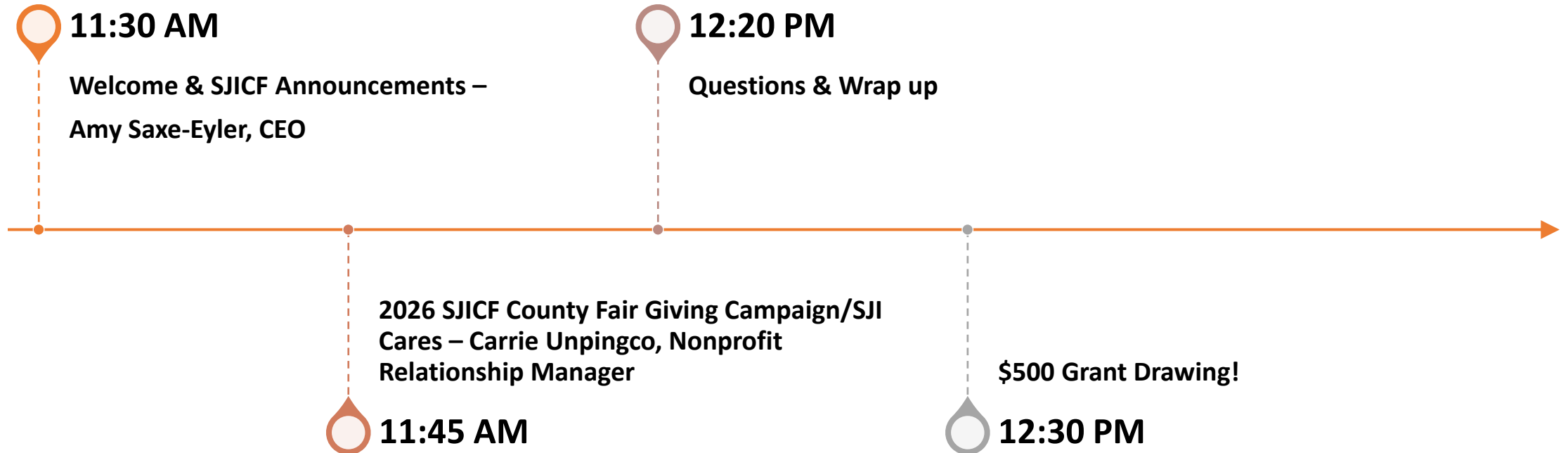




SJICARES

san juan county fair 2026

Agenda



How it works

- Duration is 4 Days of the San Juan County Fair (**August 13 – 16**)
- **Online Giving Catalog** opens at 12:01am August 13 and closes midnight August 16.
- Each nonprofit will have a **unique link** to their catalog entry.
- Donations accepted securely online (via Stripe) or **checks** made payable to SJICF or cash.
- Donations accepted at **SJICF booth** during Fair hours.
- For checks, donor **MUST write the check to SJICF & specify the nonprofit** in the memo line.
- Check can be mailed to SJICF PO Box 1352, FH or dropped off at our office at 640 Mullis St, #104 (during office hours 8:30am to 5pm or secure mailbox located next to our office door).

[DONATE TO A LOCAL FUND](#) [SJICARES FAIR GRANT CATALOG](#)



san juan county fair 2025

ALL

HUMAN SERVICES

EDUCATION

ENVIRONMENT

CULTURAL ACCESS

ANIMAL WELFARE

RECREATION

SJICF OPERATIONS

RESILIENCY



Friday Harbor Food Bank
Human Services
Fighting Food Insecurity
We are teaming up with the Master Gardners, WSU extension team, Health Department, and the Grange in a...



San Juan Master Chorale
Cultural Access
Capacity Expansion
Grant monies would also underwrite the purchase of musical scores, concert promotional materials, and performanc...



Island Haven Animal Sanctuary
Animal Welfare
Veterinary Care for Sanctuary Animals
Island Haven cares for equines and farmed animals whose owners no longer can, we are their last chance. Most of ...

Scoring Rubric

- Grant submissions will be scored using the SJICF Grant Assessment Scoring Rubric.
- Prioritizes, among other features:
 - Projects that address a current, urgent or unmet need
 - Inclusiveness - benefits underserved populations
 - Projects that collaborate with other organizations
 - Projects with measurable outcomes

[SJICF Grant Assessment Scoring Rubric](#)





Nonprofit requirements

- You can raise funds for a specific project OR general operating expenses
- Nonprofits (limited to 35 participants) must submit a grant application between now and 5pm on July 10
- You can find the SJICF Grant Application on our website under the Nonprofits' tab.
- Following today's meeting, Carrie will email the presentation and a link to the grant application.

Matching & Booth Shift

- SJICF will match the first \$1,000 raised for each nonprofit.
- Each nonprofit will need to raise \$1,000 before SJICF will match.
- Last year, all nonprofits received the match amount!
- SJICF will host BONUS GAMES during the fair for chances to win additional grant funds (\$2,600 total).
- Each nonprofit will be scheduled for one 60-90 min booth shift during the Fair. At least one representative from your organization will need to be present.
- Carrie will be in touch to schedule the booth shifts.



Timeline review

- ✓ June 24 SJJ Cares Fair Matching Grant Kickoff Call
- July 10 (5pm) Deadline to submit grant application
- July 23 SJICF Grants Committee to review/approve submissions
- July 24 Selected NPOs receive approval notification & detailed instructions
- July 25 Start marketing to your donors (ongoing)
- July 27 SJICF will email promotion tips
- July 31 Signed Letter of Understanding due to SJICF
- Aug 7 Catalog entry photos/descriptions/project titles finalized
- Aug 10 Unique donation link will be provided to your NPO contact for marketing to donors (won't work until 12:01am 8/13)
- Aug 13-16 Fair booth & online catalog open + daily games!**
- Aug 13 Game: Highest total \$ amount of donations earns \$500 bonus
- Aug 14 Game: Highest # of unique donors earns \$500 bonus
- Aug 15 Game: Island Trivia question on social media
- Aug 16 Trivia winner selected from drawing and awards \$500 bonus
- Aug 17 Game: All fair donors entered in final drawing to award \$500 bonus
- Aug. 21 Cutoff for receiving mailed checks qualifying for match
- Aug 28 Total raised & grant contributors list sent to nonprofits (includes match and bonus grants)
- By Sept. 11 Grant checks mailed to NPOs**





Get ready to launch!

Effective outreach to your contacts is the key to success:

- E-newsletters
- Social Media
- Donor calls

Marketing best practices:

- Begin no later than 7/27
- Always post your UNIQUE LINK in outreach materials **beginning 8/13** (live 8/13 at 12:01am)
- Start marketing a PREVIEW as soon as you get your approval from SJICF
- Provide frequent UPDATES to your supporters
- Provide final OUTCOMES with thank you message to your supporters

FAQs

1) When will I get my organization's unique link?

We will email a unique donation link to your contact person on **Monday, 8/10**. This can & should be shared in your marketing materials.

2) When will our unique link be live/open to accepting donations?

Your unique donation link **will be live and open to donations on 8/13 at 12:01am**. It will not work before then.

3) Can I make edits to my catalog description/photos?

Yes, you can make edits until **Friday, 8/7**.

4) Can I change my grant funding goal?

No. Your goal is fixed once approved by the SJICF Grants Committee.

5) Can my organization continue to accept donations once we reach our funding goal?

Yes, once you have reached your goal amount, the catalog will still allow you to accept donations. **However, your project will be updated with a "Goal Achieved!" visual for donor transparency.**

6) What happens if a donor writes a check for the fair directly to my organization?

All donations must be made to SJICF to qualify for the match. We provide a tax receipt and thank you notes to donors. If a check is written to your organization & not SJICF, we cannot accept it toward the fair match.





FAQs (cont'd)

7) What happens to the donations made by donors during the fair?

Donations are deposited into an SJICF Pass-Through Fund and “passed through” to your organization via a **grant check**. For your records, fair contributions should be booked as grant income to your organization from SJICF.

8) What if I have a nonprofit fund at SJICF?

If you have an existing nonprofit fund at SJICF, fair contributions may be deposited directly into your fund. If you prefer to have a grant check, please contact Carrie **before 7/29**.

9) Will I know who donated to my organization?

Yes! SJICF will provide a contact list of donors to your project after the close of the fair, unless the donor wants to remain anonymous. Note: This will include donation amounts, but please do not send donors tax receipts. Those will be sent by SJICF.

10) Should I plan to send thank you notes to donors?

Absolutely! We encourage your organization to send **thank you notes to all donors who** fund your grant as soon as possible. Thank you notes to anonymous donors can be given to SJICF and we will pass them along.

11) Do I need to submit a grant report for the fair grant?

Yes. We require your organization to complete a **grant eval & status report** within 6 months (you can find the form at sjicf.org).

Questions?

Email: Carrie Unpingco, Nonprofit
Relationship Manager

carrie@sjicf.org



Call the SJICF office

360-378-1001



**\$500
Grant
Drawing!**