

CanDo's Napa Valley Give!Guide

2027 Application Eligibility, Selection Process, Fee and Timeline



APPLICATION ELIGIBILITY

To be eligible, your organization must meet the following criteria:

1. IRS Recognition

Must be a 501(c)(3) non-profit organization (NPO) recognized by the IRS (or fiscally sponsored by one) for at least two years.

Exclusions: Applications from individual schools, personal scholarships, religious institutions*, political organizations, or memorial funds cannot be accepted.

Exception: *Religious institutions may qualify if offering secular public programs with funds exclusively restricted to those purposes.*

2. Compliance Requirements:

Must be current with both the Federal and California's NPO compliance filings, including:

- IRS and California tax-exempt filing (annually)
- California Registry of Charities and Fundraisers (annually)
- California "Statement of Information" (every two-years)

For a complete checklist, visit the [CalNonprofit NPO compliance page](#)

3. Program Scope

- Must have a dedicated program in Napa County serving local residents.
- All funds raised through the Give!Guide must be exclusively used for Napa County public programs and services.

4. Returning NPOs

Are welcome to apply, and must be in good standing with the CanDo's Give!Guide from prior years.

SELECTION PROCESS

All applications are reviewed by the Give!Guide Selection Committee. Applicant nonprofit status is verified to ensure organizations are current with IRS and State requirements.

The Give!Guide aims to feature a balanced and representative cross-section of Napa County nonprofits. Organizations selected to participate benefit from shared marketing, increased community visibility, and access to a broad base of year-end donors.

Returning Nonprofits Organizations are welcome to apply each year. Past participation—including meeting deadlines and actively engaging in the campaign—may be considered during the review process.

Additional details about the review process and participation expectations will be provided within the application and mandatory meetings.

PARTICIPATION FEE

If selected, a onetime non-refundable participation fee is required and due in October. The amount is determined by the size of your annual budget and ranges from \$400 - \$600. *See table below.*

If your budget is in this range:	Your participation fee is this amount:
\$1-\$150,000	\$400
\$150,001-\$750,000	\$500
\$750,001 and above	\$600

Participation fees help fund the marketing and infrastructure that drive donors to the campaign—campaign advertising, website management, promotional materials (e.g. lawn signs, banners, rack cards etc), the kick-off event, and occasional specialized services when needed.

TIMELINE

This is a general overview - additional timeline elements will be provided during the mandatory meetings.

- **Mandatory Orientation Meeting: May 27**
(Zoom, Newbies 10:30 am – 12:00 pm & Veterans 1:00 – 2:00 pm)

All applicants must attend at least one session:
 - **Newbies** - For first-time NPOs, returning NPOs with new personnel, or new participants
 - **Veterans** - For NPOs with prior Give!Guide experience.
- **Application Submission: May 27 – June 30, 11:59 PM**
Late submission will **not** be accepted.
- **Acceptance Notifications: August 3**
- **Profile Page Materials Due: August 27**
Submit website copy, tagline and profile photo.
- **Hilary Zunin CanDo Spirit & Service Award Submissions: September 1 - September 30**
- **Participations Fee Deadline: October 1**
- **Kickoff Meeting: September 16** (Zoom, 10:30 – 12:00 pm)
For all accepted applicants.
- **Give!Guide Campaign Begins: November 1**
- **Kick-Off Party and Hilary Zunin CanDo & Spirit Awards Announcements**
November (TBA)
- **Give!Guide Campaign Closes – December 31**

QUESTIONS? Please contact GiveGuide@NVCanDo.org and visit www.CanDoGiveGuide.org