



2024 Paradise Chocolate Fest Fund Distribution Policy

“Youth on the Ridge Community Foundation is dedicated to benefit non-profit organizations which provide educational, enrichment, recreational and leadership opportunities to youth on the Paradise Ridge. The Foundation raises vital funds and awareness through the annual Paradise Chocolate Fest celebration and other fun, community supported and environmentally conscious events and resources that share in the common vision of benefiting youth.”

Introduction

Since 2006, Youth on the Ridge Community Foundation, Inc. / Paradise Chocolate Fest has provided vital support to one of Paradise, California's most precious resources; our youth. Youth on the Ridge Community Foundation (YRCF) strives to create opportunities to better the lives of young people by strengthening local community organizations that provide programs and/or services to youth. Since its inception, the Fest has contributed over \$400,000.00 benefiting non-profit organizations serving youth on the Ridge. From scholarships to upgraded computers, sports uniforms, musical instruments, dance and fine arts, early childhood education, vision screening, literacy mentors, food banks, leadership programs & more, revenues ultimately reach out to impact the lives of thousands of youth, their families and our community. .

Groups applying for funds should read the following carefully to determine whether they qualify for fund distribution and, if so, the best method to pursue possible funding. The Board of Directors reserves the right to amend this policy as it deems necessary to ensure the long-term financial stability of the Fest, to meet a specific need, or to comply with provisions and requirements of state or federal law.

Definitions

1. **“Non-profit youth organizations”** – Any group organized and recognized by the State of California and the Internal Revenue Service as a tax exempt non-profit organization that, as one of its identifiable missions, serves youth on the Paradise Ridge in some capacity.
2. **“Youth”** – Under 18, or if 18 – must be enrolled in high school.
3. **“Operating Reserve”** – A fund allocation to maintain the short-term (year to year) viability of the Paradise Chocolate Fest.
4. **“Grant Reserve”** – A fund allocation taken from Distributable Funds of the Paradise Chocolate Fest to fund specific programs or projects of qualified beneficiaries at the discretion of YRCF Board of Directors.
5. **“Distributable Funds”** – Net proceeds of the Paradise Chocolate Fest and all activities related to or held in the name of Youth on the Ridge Community Foundation / Paradise Chocolate Fest after all expenses are paid and excluding any funds the Board of Directors sets aside for specific purposes, which may but need not include: a foundational reserve, an operating reserve, and a grant fund reserve.
6. **“Volunteer Equity Program”** – A program used in many other festivals to allocate and apportion funds to qualified organizations based on the number of hours contributed by their volunteers multiplied by the calculated hourly rate for the Fest.
7. **“Beneficiary Chocolate Fest Representative/Liaison”** – Each beneficiary organization must be represented by a designated liaison at Fest Committee workshops held at Round Table Pizza 2201 Pillsbury, Chico 95926 - February 22, March 21 & April 25 2024. 5:30-6:30 pm. Beneficiary workshops will be held and event development, logistics, sponsors, marketing and volunteer updates will be reported and discussed at each meeting. It is the responsibility of the liaison to – 1) Ensure that completed applications and reports are submitted by due dates. 2) Communicate Fest information/updates to their organization's leadership and members. 3) Manage recruitment of their organization's Fest volunteers. 4) Assist Volunteer Chair in coordinating their organization's volunteer positions at Fest events. 5) Develop opportunities within their organization to promote the Chocolate Fest to their membership and supporters, encouraging participation, support and attendance at the Festival.
8. **“Volunteer”** – Any member of the general public who donates his or her time at one of the following events: “Paradise Chocolate Fest”, “Chocolate Chase”, “Chocolate, Wine & Brew & Spirits” &/or other YRCF/Paradise Chocolate Fest events. Volunteers must be minimum 12 years of age. Volunteers 12-17 must be supervised by adult(s) at all times. Additional Volunteer Equity opportunities in support of the success of the Chocolate Fest will be offered throughout the year at the discretion of the Board of Directors.
9. **“Hourly Rate”** – The hourly rate attributed to each volunteer will be determined by dividing the net Distributable Funds by the total number of qualified volunteer hours.

Policies

1. In determining distributable funds of the Paradise Chocolate Fest, the Board will exclude all operating expenses for the entire calendar year of the Fest (through December 31st). Expenses not yet incurred but anticipated, will be treated as if incurred by the end of the Fest.
2. The Board will establish and maintain two (2) fund reserves: Operating and Grant. The Operating Reserve will be funded to the level of the anticipated expenses of the corporation for six (6) months. The Board, by resolution, will set the amount of the reserve on an annual basis and if funds are "borrowed" from the reserve for any reason, the reserve will be replenished as soon as practicable. The Grant Reserve will be funded with a percentage of net funds from the Paradise Chocolate Fest. The Board, by resolution, will determine either the dollar amount or the percentage to be allocated to the Grant Reserve on or before June 30. After the two reserves have been funded, the net Distributable Funds will be allocated to qualified and approved organizations based on the hourly rate multiplied by the number of qualified hours (the Volunteer Equity Program).
3. Any organization that qualifies as a "non-profit organization serving youth" under the broad definition provided above may apply for either the Volunteer Equity or Grant program by completing the form(s) provided within the time frame detailed herein. However, mere qualification under the broad definition above does not guarantee approval by the Board, which retains the absolute right to decline to fund any application and no reason need be given for such denial. A limited number of Grants may be awarded to qualified organizations each year. Grant requests are not automatically awarded.
4. If an organization who serves both youth and adults applies for funding, they will be required to indicate which youth-serving program will benefit from funding and how funds will be separated from funds for general usage.
5. In order to benefit as many youth organizations as possible, qualified organizations participating in the Volunteer Equity Program may have their number of qualified hours capped. If hours are capped, volunteers will be given the opportunity to select an alternative organization to whom they wish to credit their hours.
6. Any organization receiving funds either through the Grant or Volunteer Equity Programs will be required to complete a Fund Usage report prior to December 31st.
7. *Youth on the Ridge Community Foundation/Paradise Chocolate Fest Board members and/or committee members may allocate up to 20 hours to a qualified organization. (additional hours may be credited at the discretion of the BOD.)
8. **Any/All qualified beneficiary organization(s) that has temporarily relocated services &/or programs supporting their youth membership due to the Camp Fire Will Be Eligible to Apply for Volunteer Equity funding thru the 2024 Paradise Chocolate Fest.**
9. **The Board will follow the following time frame for 2024 Applications & Fund Distribution:**
 - a. ***MANDATORY ORIENTATION** for all Prospective 2024 Beneficiaries Administrators & Fest Liaison.
ORIENTATION Will Be Held - Thursday, January 18th 5:30-6:30 Round Table Pizza 2201 Pillsbury, Chico 95926
AND/OR – Thursday, January 25th 5:30-6:30 Paradise Stronger 6848 Skyway, Paradise (Holiday Market center)
(Choose 1 Orientation to attend)
(this meeting may be waived for organizations that meet one-on-one with Fest Directors prior to this date)
 - b. **February 1, 2024 - APPLICATIONS TO APPLY DUE.** Applications close for Volunteer Equity Program & Grant Opportunity.
 - c. **February 15th** – 2024 Paradise Chocolate Fest Beneficiaries Announced to the Public!
 - d. **April 1st - VOLUNTEER APPLICATIONS DUE.** Applications close to apply to Volunteer for the Chocolate Fest, Chocolate Chase &/or Chocolate, Wine, Brew & Spirits".
 - e. **Week of April 15th – MANDATORY VOLUNTEER ORIENTATION** – (Multiple Days/Times will be announced. Must Attend One)
 - f. **June 30th** – Gross proceeds of the Chocolate Fest will be determined. Funds received after this date will be placed into one of the reserves and not counted towards the Volunteer Equity Program.
 - g. **June 30th** – The Board will allocate funds to the Operating account and determine the amount to be allocated between the Grant Reserve and net Distributable Funds to be distributed pursuant to the Volunteer Equity Program
 - h. **October 5th \$\$ Awards will be distributed at Johnny Appleseed Days, Terry Ashe Park**
 - i. **December 31st** – Report of fund usage by recipient organizations due by this date.

See Attached -

- **CRITERIA FOR QUALIFICATION OF VOLUNTEER EQUITY & APPLICATION**
- **CRITERIA FOR GRANT AWARD & APPLICATION**
- **2024 YOUTH GROUP SCHEDULE**



“Youth on the Ridge Community Foundation is dedicated to non-profit organizations that provide educational, enrichment, recreational and leadership opportunities to youth on the Paradise Ridge.”

CRITERIA FOR QUALIFICATION OF VOLUNTEER EQUITY DISTRIBUTABLE FUNDS 2024

- **Volunteer Equity Program** – Over 300 people in the region will volunteer for the Fest. Distributable funds will be allocated to qualified youth organizations based on the number of hours contributed by their volunteers. Funds will be multiplied by the calculated hourly rate for the Fest. The hourly rate attributed to each volunteer will be determined by dividing the net Distributable Funds by the total number of qualified volunteer hours.
- **Volunteer** – Any member of the general public who donates his or her time at one of the following events: Paradise Chocolate Fest, Chocolate Chase, &/or Evening of Chocolate, Wine, Brew & Spirits. Prospective **Volunteers must submit a completed application by April 1, 2024** designating the non-profit youth organization that their volunteer hours are in support of. Youth volunteers 12-17 years of age must be under the supervision of a qualified adult and volunteer application must include Release signed by parent or guardian.
- **Volunteer Positions** - Needs will be determined by the Chocolate Fest committee, and volunteer positions will be assigned & distributed week of 4/15/2024. Pursuant to Paradise Chocolate Fest insurance requirements, Volunteers Must Attend a Mandatory Orientation in order to participate as a volunteer at the Fest.
Thursday, April 18th 5:30-6:30 Round Table Pizza 2201 Pillsbury, Chico 95926
AND/OR – Thursday, January 25th 5:30-6:30 Paradise Stronger 6848 Skyway, Paradise – Holiday Market Center
(choose 1 date/location)

The Board of Directors has adopted the following criteria for use in selecting qualified charities. Charities submitting applications for consideration should be prepared to demonstrate how they meet the following criteria:

Nature of Charity – The charity shall provide educational, enrichment, recreational or leadership opportunities for children, under the age of 18. If 18 years of age, members must be enrolled in high school. “Any group organized and recognized by the State of California and the Internal Revenue Service as a tax exempt non-profit organization that, as one of its identifiable missions, serves youth on the Paradise Ridge in some capacity.”

*Any/All Non-Profit Organizations that provide educational, enrichment, recreational and leadership opportunities to youth on the Paradise may submit an application to benefit. Organizations that are in the process of rebuilding &/or regrouping due to the Camp Fire may apply for Volunteer Equity and prospective Grant Funds.

Location of the Charity – The principal location of the charity and its activities shall be on the Paradise Ridge, CA

Funding Requests –

- Must submit a copy of 501(c) certificate.
- Must submit a completed Application for Support through the Paradise Chocolate Fest Volunteer Equity Program.
- * **Organization Administrator or Program Director & Chocolate Fest liaison must attend a mandatory orientation meeting on Thursday, January 18, 2024 5:30 pm, Round Table Pizza 2201 Pillsbury, Chico 95926**
 - **Applications must be submitted by February 1, 2024** in order to be considered for funding.
 - **2024 Paradise Chocolate Fest Beneficiaries will be announced to the public February 15, 2024.**



**APPLICATION FOR SUPPORT
THROUGH CHOCOLATE FEST VOLUNTEER EQUITY PROGRAM**

Applications must be received by February 1, 2024 to be considered for distribution of funds through proceeds raised by the 2024 Paradise Chocolate Fest. Incomplete applications may not be considered.

ORGANIZATION INFORMATION

Name of Organization: _____ Director, Chairman or President: _____
Address: _____ Non-Profit Tax Exempt #: _____
Telephone Number: _____ Fax Number: _____
Email Address: _____ Website Address (if applicable): _____
of Members served on the Paradise Ridge last year: _____ Additional youth served last year: _____
of Males Served: _____ # of Females Served: _____ # of Disabled Served: _____
Please list Percentage of Population Served: African American: _____ Asian – Pacific Islander: _____
Caucasian: _____ Latino: _____ Native American: _____ Other: _____

CONTACT INFORMATION

Name of Contact Person/Fest Liaison: _____ Address: _____
Phone Number: _____ Email Address: _____

CHOCOLATE FEST VOLUNTEER EQUITY PROGRAM

Over 300 volunteers will support the Paradise Chocolate Fest. Distributable funds will be allocated to qualified youth organizations based on the number of hours contributed by their volunteers or any member of the general public who donates his or her time at one of the following events: Paradise Chocolate Fest, Chocolate Chase &/or Chocolate, Wine, Brew & Spirits &/or other YRCF events or activities. Prospective volunteers must submit a completed application by April 1, 2024 designating the non-profit youth organization that their volunteer hours are in support of. The charity shall provide educational, enrichment recreational or leadership opportunities to youth under the age of 18. If 18 years of age, members must be enrolled in high school. "Any group organized and recognized by the State of California and the Internal Revenue Service as a tax exempt non-profit organization that, as one of its identifiable missions, serves youth on the Paradise Ridge in some capacity."

ADDITIONAL INFORMATION

**Please provide a brief narrative of how organization serves youth on the Paradise Ridge.
(You may attach narrative to this application)**

Form completed by: _____

Signature: _____ Date: _____ Date Received: _____

Please Send Completed Application by February 1, 2024 to –



"Youth on the Ridge Community Foundation is dedicated to non-profit organizations that provide educational, enrichment, recreational and leadership opportunities to youth on the Paradise Ridge."

CRITERIA FOR GRANT RESERVE DISTRIBUTABLE FUNDS

Grant Reserve – A fund allocation taken from Distributable Funds of the Paradise Chocolate Fest to fund specific programs and entities regardless of their actual participation in the Fest's Volunteer Equity Program.

The Board of Directors has adopted the following criteria for use in selecting qualified charities. Charities submitting proposals for consideration should be prepared to demonstrate how they meet the following criteria:

- (a) Nature of Charity** – The charity shall provide educational, enrichment, recreational or leadership opportunities for youth.
- (b) Impact** – Consideration shall be given to the number of children benefiting from the annual allocation of funds, as well as the manner and extent to which such children will benefit.
- (c) Location of the Charity** – The principal location of the charity and its activities shall be on the Paradise Ridge, California.
- (d) Financial Capacity of the Charity** – The principal location of the charity should demonstrate a current need for funds and that prior funds and programs have been prudently managed. The charity should demonstrate that its general and administrative expenses are comparable to those of similar charities. It is not a criterion that the charity be currently under-financed.
- (e) Grant Requests** –
 - Must submit a copy of 501(c) certificate.
 - Must submit a completed Paradise Chocolate Fest Grant Request Application and Summary.
 - Applications are due February 1, 2024.

Follow-up – Each selected charity will be required to provide documentation on how money donated by Youth on the Ridge Community Foundation, Inc. was spent by December 31, 2024.

Determination of Grant Awards – It is important to note that a limited number of Grants may be awarded to youth organizations on the Ridge each year, based upon availability of funds. Grants requests are not automatically awarded. The Board of Directors of Youth on the Ridge Community Foundation, Inc. holds careful and thoughtful discussion and deliberation in review of each Grant Request Application. Additionally, a comprehensive Score Sheet is used to ensure that all criteria is met and complete support information as outlined on this application has been provided. If additional information is needed in regard to distribution of Grants, please contact Paradise Chocolate Fest office – 530/342-4896.



PARADISE CHOCOLATE FEST GRANT REQUEST APPLICATION & SUMMARY

Applications must be received by **February 1, 2024**

ORGANIZATION INFORMATION

Name of Organization: _____ Director, Chairman or President: _____
Address: _____ Non-Profit Tax Exempt #: _____
Telephone Number: _____ Fax Number: _____
Email Address: _____ Website Address (if applicable): _____
of Members served on the Paradise Ridge last year: _____ Additional youth served last year: _____
of Males Served: _____ # of Females Served: _____ # of Disabled Served: _____
Please list Percentage of Population Served: African American: _____ Asian – Pacific Islander: _____
Caucasian: _____ Latino: _____ Native American: _____ Other: _____

CONTACT INFORMATION

Name of Contact Person/Fest Liaison: _____ Address: _____
Phone Number: _____ Email Address: _____

GRANT REQUEST SUMMARY

(A brief, one-page description of your organization and a separate summary of the specific program for which you seek funding and the amount requested - no more than two pages. This summary should identify the specific use or uses to which you intend to apply the funds. If your proposal also depends on funds from one or more other sources, you should let us know what other arrangements you have made to secure those other funds. It is also useful for us to know how many children will be served through our grant, how they are selected, and any other information that shows the success of the kind of program you will run with the funding we provide)

ADDITIONAL INFORMATION

Budget for the program or project which you are applying for funding: \$ _____

Does the organization receive support from any government agencies or large charitable organizations, such as United Way? ☐ Yes ☐ No If yes, please explain: _____

Form completed by: _____

Signature: _____ Date: _____ Date Received: _____

It is important to note that a limited number of Grants may be awarded to qualified organizations each year. Grants requests are not automatically awarded.

**Please Send Completed Application by February 1, 2024 to –
Youth on the Ridge Community Foundation, Inc. • P.O. Box 8188 Chico, CA 95927
530/342-4896 • info@chocolatefest.us • www.chocolatefest.us • IRS #27-0772654**



2024 PARADISE CHOCOLATE FEST

Volunteer Equity & Grant Funding Schedule

1/18 or 1/25	Mandatory Orientation for All 2024 Prospective Beneficiaries (choose 1 date/location)
2/1	Applications to participate in Volunteer Equity Program &/or Grant Funding due
2/15	Paradise Chocolate Fest Beneficiaries announced to the Public.
2/22	5:30-6:30 Chocolate Fest Workshop (youth organization liaison must attend)
3/21	5:30-6:30 Chocolate Fest Workshop (youth organization liaison must attend)
4/1	Volunteer Applications Due.
4/25	5:30-6:30 Chocolate Fest Workshop (youth organization liaison must attend)
10/5	Chocolate Fest Awards \$\$ Presentation – Johnny Appleseed Days

WEEK OF 4/15 VOLUNTEER ORIENTATIONS – (Multiple Days/Times will be announced. Must Attend 1, 1 Hour Orientation)
5/11 19th Annual Paradise Chocolate Fest to be held at Terry Ashe Park on the Skyway, Paradise

2024 Schedule of Events

Saturday, May 11th ♥ 19th Annual Paradise Chocolate Fest!

10:00 AM – 5:00 PM • Terry Ashe Park on the Skyway, Paradise

The Paradise Chocolate Fest features Chocolate Candy Land where you can dip into decadence at the large chocolate fountain or visit chocolate booths and professional Chocolatiers with countless chocolate delicacies, desserts, confections and scoops of yummy Ice Cream for sale.

Fest attendees will also enjoy “Art in the Park”, “All About Books”, “Green Scene Outdoor Classroom”, “ReDiscover the Ridge” community exhibits, craft and commercial booths and a wide range of delicious food selections.

Young Fest goers will have great fun visiting the Kidz-Zone including giant inflatables, carnival games and prizes, costumed characters, arts & craft projects, contests, hands-on exhibits & demonstrations and musical entertainment and performances.

Special events include a Chocolate Cuisine Challenge, Chocolate Pie Eating and Cookie Stacking Contests & Super Sensational Ice Cream Sundae Eating Contest!

Additional Highlights!

- Musical Concerts on 2 Stages showcasing a wide-range of top talent!
- Chocolate, Wine, Brew & Spirits Garden, Live Music, Lawn Games! Open Noon-4:00 21 & older.

Admission - \$5.00 • Children 4 & Under – Free.

Admission Includes - Free Chocolate Samples! Free Chocolate Pie & Ice Cream Eating Contests!

Free Kidz-Zone Bounce House & Super Slide, Carnival Games, Crafts & Prizes!

Free Raffle Prizes! Free Parking!

Support of Educational, Enrichment, Recreation & Leadership programs benefiting Youth on the Paradise Ridge.



Additional Events of the 19th Annual Paradise Chocolate Fest include -

Saturday, May 11th ♥ “Chocolate, Wine, Brew & Spirits!” at the Fest! Noon – 4 pm

Guittard Chocolate & Wine Pairings, Specialty Beers & Spirits, Chocolate Martinis, Mocktail Bar, Live Music and more!

Saturday, May 11th ♥ Paradise Stronger Chocolate Chase Run/Walk Knowing chocolate is the prize will cause anyone to race for the finish line at the annual Chocolate Chase winners. Details to Be Announced.

Chocolate Cuisine Challenge This deliciously decadent competition is limited to the first 8 entry forms submitted by amateur “chocolate chefs” of all ages. Ribbons will be awarded to Grand Prize, 2nd and 3rd Runner-up, Best Presentation and Most Unique Use of Chocolate, with a special prize presented to the Grand Winner.

All About Books! Meet your favorite Northern California author, or discover your next can't-put-down read! Regional Authors, Illustrators and Publishers from a variety of genres will have books for sale & signing. Literary Scavenger Hunt, Author Q&A ... Co-hosted by Northern California Writers.

Art In the Park! At the Fest - Showcasing a rich mixture of works in a variety of mediums, exhibits, demonstrations, sales and outdoor gallery. Visitors to the Fest will have the opportunity to admire and purchase from a wide variety of visual and fiber artist's paintings and drawings, wearables, wood carvings, home décor and more. Special Highlights will be an Art Exhibit hosted by Paradise Art Center.

Musical Concerts on Two Stages - All-day musical entertainment on two stages showcasing a wide-range of top talent – including Big Mo & the Full Moon Band – and more!

Providing enduring support of Youth on the Paradise Ridge.



For information, contact “Youth on the Ridge Community Foundation”

Executive Director, Debbie LaPlant Moseley

PO Box 8188 Chico, CA 95927

530/342-4896 • debbie@chocolatefest.us • www.chocolatefest.us

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