

**Grant Application 2024**

**Eligibility**

* Organizations must be classified as a 501c3 (509a3 charities and private foundations are not eligible)
* Organizations that are not classified as 501c3 may use a fiscal sponsor
* Towns may serve as fiscal sponsor
* Funding must benefit residents of Bolton
* Areas not typically eligible: sectarian or religious programs

**Guidelines**

* The maximum grant award is $5,000.
* A final report including photos is required upon completion of the grant funded project/activity

**Application Process**

Complete the application including the budget worksheet. If using a fiscal sponsor, provide their contact information in addition to your organization’s contact information. Email the completed applications as a Word document or PDF to: [BoltonCommunityFund21@gmail.com](mailto:BoltonCommunityFund21@gmail.com).

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1. **Organization Contact Information**

Organization or Community Group’s Legal Name:

Fiscal Sponsor, if applicable:

Fiscal entity’s Employer Identification Number:

Address:

Address 2:

City, State, Zip Code:

Contact Name & Title:

Contact Phone Number:

Contact Email:

Website:

Implementing Organization’s Annual Budget:

2. **Program/Activity Information**

|  |  |
| --- | --- |
| **Program Name:** |  |
| **Dollar Amount Requested:** |  |
| **Total Project/Program Budget NOTE: should tie to the budget form attached** |  |
| **Geographic Area Served:**  *(neighborhoods or entire town)* |  |
| **Population Served:**  *(Ex: age, gender, ethnicity, number of participants*) |  |

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1. **Program Description:**

Briefly describe the program or activity. What do you plan to do?

1. **Description of need:**

Why is the project you describe necessary? Is there anyone else already doing this?

1. **Expected benefit/impact:**

Who will benefit from this program (# of people and population served)? How long will the benefit/impact be felt? (For a fixed length

of time or will this create a permanent program/piece of infrastructure for the town?)

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1. **Description of why you, the applicant, are well suited to implement this project.**

Do you have prior experience doing something similar? Do you have particular skills that are needed? Do you have relationships with

partners in town that can help the project be successful?

1. **Diversity/Equity/Inclusion**

What efforts do you currently take to promote diversity, equity and inclusion within your organization, particularly for your Board

of Directors and staff? Please, also note any under-represented groups you prioritize and how?

1. **Assessment/Monitoring**

How will your organization know if your program, project and or activity was successful? Please cite measurable outcomes as examples of success and what was learned for the future. (Participation rate, participant questionnaire, log of activities to track progress, etc.)

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9. Bolton Greater Together Community Fund **Project Budget Template**

* Click Here to complete the [**Budget Template**](https://docs.google.com/spreadsheets/d/15D2QL293Z2naDBpo_YkHcDnSg_hE_WYp/copy)
* Be sure to include all line items required to carry out the project, even if they are not part of the request.
* Please list all staff positions that are directly responsible for implementation of the project as line items, by title, and include level of engagement with the project

*Please contact*[**BoltonCommunityFund21@gmail.com**](mailto:BoltonCommunityFund21@gmail.com) *with any questions or for a status update on your application request.*

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