**Instructions**

**Avon Greater Together Community Fund**

**2025 Grant Application Form**

**Eligibility**

* Organizations must be classified as a 501c3 (509a3 charities and private foundations are not eligible)
* Organizations that are not classified as 501c3 must use a fiscal sponsor (such as a registered 501c3, town, and/or municipal government)
* Funding must benefit persons working or residing in Avon
* Sectarian or religious programs are ineligible. However, grants may fund non-religious activities that are sponsored by religious organizations or faith communities, provided the activity is open to everyone regardless of their religious affiliation and supports the community beyond its members or congregation.
* Applicants may not receive more than two consecutive years of AGTCF awards (**Consecutive Grantees)**. Consecutive Grantees are required to wait one year before participating in another cycle of AGTCF grant funding. *Note*: Organizations awarded in alternating years, e.g., 2021 and 2024, (**Staggered Grantees**) would be eligible to apply for AGTCF funding in 2025. *For examples of the application of the policy, see the Request for Proposal, section New in 2025: Diversification of Pool Applicants*.

**Guidelines**

* Grant applications should request a minimum of $1,000. All interested applicants must complete [this application](https://docs.google.com/forms/d/e/1FAIpQLScmqSE-lJetFSYx9ZQAyJcRxl_pxbWb1pGg9YCsx8TTe75now/viewform).
* Grant awardees are expected to provide the Avon Greater Together Community Fund Committee (**the Avon Committee**) a report on use of the funds by June 12, 2026.
* Grant awardees are expected to use the funds by no later than December 31, 2026, unless the Applicant is granted an extension for use of the funds due to extenuating circumstances. If needed, the Applicant shall submit a written request to AGTCF no later than June 12, 2026, explaining the reason for the delay in use of the funds and the plan for future spend by a date certain. Failure to use the funds by the required date or request a written extension constitutes forfeiture of the award. Applicants shall be required to return the forfeited funds to AGTCF.
* Grant awardees are expected to complete the AGTCF’s Final Report by June 12, 2026 even if the funds have not been expended by this time. The Final Report must be completed detailing how funds *will* be spent by December 31, 2026.

**Application Process**

Please answer the following questions and submit your IRS form 990 and program budget. If using a fiscal sponsor, please provide the sponsor’s contact information in addition to the applicant organization’s contact information. **Applications must be submitted through the** [**online form**](https://docs.google.com/forms/d/e/1FAIpQLScmqSE-lJetFSYx9ZQAyJcRxl_pxbWb1pGg9YCsx8TTe75now/viewform) **(Google Form).**

**IRS form 990 and budget must be emailed to** [**avon@hfpgcommunityfunds.org**](mailto:avon@hfpgcommunityfunds.org)**.**

For technical issues related to the application, please email [**avon@hfpgcommunityfunds.org**](mailto:avon@hfpgcommunityfunds.org).

**Section 1 of 5**

**Applicant Information**

**Description:** Clearly provide a brief overview of the applicant’s\* purpose, mission and programming. Broadly speaking, what does the applicant do and who does it serve? (250 word max)*\*Applicant refers to your organization, group or individuals. Note, all applicants must be a registered 501c3 or have a fiscal sponsor (such as a registered 501c3, town, and/or municipal governments).*

**The Name of the Organization, Community Group or Individuals (the Applicant) :**

**The Name of the Fiscal Sponsor, if applicable:**

**Address of the Applicant:**

**Address of the Fiscal Sponsor :**

**Contact Name & Title:**

**Contact Phone Number:**

**Contact Email:**

**Website:**

**Has the applicant received an AGTCF grant award in the past? If yes, please list the year of the award(s)?**

Please email a copy of the Applicant’s most recent form 990 to:

[avon@hfpgcommunityfunds.org](mailto:avon@hfpgcommunityfunds.org). Note: *This is in addition to the Proposal budget form (requested below).* For any comments or questions, please list and explain below.

**Section 2 of 5**

**Proposal Information**

**Proposal Description:** Please briefly and clearly describe the program, project, event or initiative (collectively, **the Proposal**) for which the applicant is seeking funding. What are the proposed activities and objectives of the Proposal? (350 word max)

**Proposal Need:** Describe why the Proposal is necessary. Are other organizations or individuals offering the service/programming and, if so, in or outside of the Town of Avon? (250 word max)

**Proposal Partnerships, Affiliates and Associations:** Describe other partners involved in this Proposal, if any.

**Dollar Amount Requested (minimum of $1,000):**

**Proposal Budget:**

See attached Proposal budget form. *This is in addition to the form 990 (requested above).*

Please email a copy of the completed Proposal Budget Form to:

[avon@hfpgcommunityfunds.org](mailto:avon@hfpgcommunityfunds.org). For any comments or questions, please list and explain below.

**Proposal’s Geographic Area Served (specific neighborhoods or entire town):**

**Section 3 of 5**

**Proposal Impact**

**Proposal Expected Benefit:** Describe the population who will benefit from this Proposal including the demographics of the targeted group, as feasible. Clearly identify who the Proposal is expected to support, and how. To the extent feasible, also describe theimpact on the individuals working and/or residing in the Town, including the estimated number of individuals served or affected. (350 word max)

**Proposal Impact on Avon:** Does the Proposal seek to make Avon a more equitable community that promotes healthy, just and humane outcomes for all? Yes/No. If yes, please explain how. (350 word max)

**Proposal** **Expected Equity Outcomes:** Explain how the Proposal could help improve disparities around areas including but not limited to food insecurity, housing, employment, healthcare, mental health, literacy and linguistic fluency, environmental/climate issues and transportation needs. How, if at all, will the Proposal improve access to physical and mental health outcomes, and overall quality of life? (350 word max)

**Proposal Expected Sustainability:** How long will the Proposal benefit/impact town residents and how, if at all, will the Proposal create a permanent program/infrastructure for the town? Briefly, describe the impact/outcome if the Proposal is not funded. (250 word max)

**Licensure/Accreditation:** Organizations are not required to have accreditations to apply for funding, however, the Avon Committee would like to be aware of any accreditations. Is your organization licensed or accredited?

**Revocations:** If your organization is licensed or accredited, has the license or accreditation ever been revoked or suspended in the last 10 years? Yes/No

If **Yes**, please explain

If **No**, skip to next question

**Section 4 of 5**

**Organizational Effectiveness**

**Core Competency: Description of why the applicant is well suited to implement this Proposal.** 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 Proposal be successful? (250 word max)

**Section 5 of 5**

**Proposal Effort**

**Implementation:** What is the expected time frame (weeks or months) to implement the Proposal?

**Capacity:** What is the anticipated time frame before the Proposal can expect to realize benefits for the targeted population?

**CERTIFICATION**

By clicking submit on this application, the Applicant agrees that if it is awarded the grant, the Applicant will use the funds by December 31, 2026, unless the applicant is granted an extension for use of the funds due to extenuating circumstances. The Applicant shall submit a written request for extension to AGTCF no later than June 12, 2026, explaining the reason for the delay in use of the funds and the plan for future spend by a date certain. Failure to use the funds by the required date or request a written extension constitutes forfeiture of the award. Applicants shall be required to return the forfeited funds to AGTCF.