

THE WOMEN AND GIRLS' FUND
at the Main Street Community Foundation

OVERVIEW

The Women and Girls' Fund was created in 2001. Distributions from this endowed fund support programs and organizations that provide opportunities, encouragement, knowledge and hope to females of all ages. In 2003 a new focused funding initiative was started entitled **Opening Doors: Keys to a Successful Life**. This focus seeks to assist women and girls to obtain the skills they need to lead successful lives.

Grants are made to either a public institution or private tax-exempt organization engaged in charitable activities defined by Section 501(C)(3) of the Internal Revenue Code. Either the organization and/or the program for which funding is requested must be located in the Fund's service area and be of benefit to its female residents. Strong documentation must be provided from out-of-area agencies that females from our service area are served, and such requests will be evaluated on a case-by-case basis. The Fund's service area includes the following cities and towns in Connecticut: Bristol, Burlington, Plainville, Plymouth/Terryville, Southington and Wolcott.

An agency is not eligible for a grant from the Women & Girls' Fund more than three years in a row. Agencies must wait one year before applying again.

MISSION STATEMENT

The Women and Girls' Fund at the Main Street Community Foundation mission statement is to make it possible for women and girls to improve the quality of their lives.

The funding focus seeks to assist women and girls to obtain the skills and competencies to develop their potential. Preference will be given to proposals that address:

- Healthy lifestyle choices;
- Career planning;
- Money management and financial issues;
- Parenting;
- Promotion of volunteer participation in community activities
- literacy

FUNDING CYCLE

The Women and Girls' Fund has one funding cycle per year. The proposal due date is September 30. Proposals received after the deadline will not be considered until the next cycle. Grantees will be notified by the end of December.

GRANT PROCESS

- Applicants interested in submitting a grant proposal should first contact Jarre Betts, Program Director at the Main Street Community Foundation at (860)583-6363. If the proposal is within the Women and Girls' Fund guidelines, the applicant will be encouraged to submit a proposal in writing.
- 2008 Applications must be received at the Main Street Community Foundation by 4:00 p.m. on September 30, 2008 or postmarked by September 30, 2008.
- All complete applications will be submitted to the Distribution Committee which will appoint members to perform on-site visits. At least 2 committee members will perform the on-site visit.
- The selection(s) will then be submitted to the Advisory Committee of the Women & Girls' Fund for further review and recommendations.
- Recommendations will be submitted to the Main Street Community Foundation Board of Directors for final approval.
- All applicants will be notified in December.
- All successful applicants will be requested to complete a follow up report form within one year of funding.

APPLICATION PROCEDURE

Applicants interested in submitting a grant proposal contact Jarre Betts, Program Director at the Main Street Community Foundation at (860)583-6363. If the proposal is within the Women & Girls' Fund Guidelines, the applicant will be encouraged to submit a full proposal. Proposals must include **12** copies of the following items:

1. Completed Grant Proposal Summary Sheet
2. Proposal Narrative which must include:
 - (a) Description of the project to be funded including plan for implementation, evaluation, and long term financing if necessary.
 - (b) Description of how the agency will be collaborating with others in the community on this project to increase its impact
 - (c) Description of the outcomes expected from this project including the number of females served.
3. Budget for the project, as well as the organizations total operating budget for the most recently completed and current fiscal year
4. Copy of the applicant's IRS ruling letter to verify your agency's tax exempt status if applicable.
5. List of the Board of Directors or those responsible for governance of your organization by name and address.
6. Additional information such as brochures, videos, etc. may be included if not duplicative of the required information.

Mail Complete Proposal Packages to:
The Women and Girls' Fund
Main Street Community Foundation
P.O. Box 2702
Bristol, CT 06011-2702
Attention: Distribution Committee

THE WOMEN AND GIRLS' FUND
at the Main Street Community Foundation
GRANT PROPOSAL SUMMARY SHEET

Date Received

Agency/Organization Information:
Name: _____

Mailing Address: _____

Telephone and Fax Numbers: Tel. _____ Fax: _____

Contact Person's Name and Title: _____

Contact's Telephone and Fax Numbers: Tel. _____ Fax: _____

Contact Person's e-mail address: _____

1. Briefly describe the principal services and purposes of organization:

2. State the amount of your request: _____

3. Describe the purpose for requesting funds; please state outcomes and relevant evaluation criteria.

4. State geographical service area: _____

5. Do you possess an Internal Revenue Service letter stating that you are a 501(c)(3) organization?
 Yes _____ No _____

Women and Girls' Fund Priorities (Please check specific area for your project)

- Money management and financial issues _____
- Career planning _____
- Making healthy lifestyle choices _____
- Parenting _____
- Promotion of volunteer participation in community activities _____
- Literacy _____

Signature of Board Chairperson _____

Print name and title _____

Signature of Executive Director (or equivalent) _____

Print name and Title _____