



## BROAD VIEW FUND GRANT GUIDELINES

- Applicants must be a 501(c)(3) organization or be a school or government program of the city of Bristol and must serve the residents of Bristol. Grants are not available to individuals.
- If an applicant receives a grant in the current year, it may not apply for funds in the year immediately following the grant year.
- Grants from the Broad View Fund have been in the \$10,000-\$20,000 range to a single organization over the last few years. However, the advisors may choose to split the award between two organizations in any given year.

Projects not generally funded include, but are not limited to:

- Operating/budget deficits
- Day-to-day operating expenses
- Endowments, research, political and/or lobbying activities
- Property repairs/maintenance
- Fundraising events
- Grants for religious activities will not be entertained; however, religiously affiliated or supported organizations may solicit grants for secular projects.

All Letters of Inquiry will be reviewed by the advisors of the Broad View Fund and the staff at the Main Street Community Foundation.

## FORMAT

Please prepare a one to two page **Letter of Inquiry** responding to the following items in the order listed below:

1. Name, address and tax identification number of organization
2. Name of contact person and contact information (phone and email)
3. Brief description of organization and mission
4. Description of requested program/initiative including demographics served
5. How does this program support the emerging issues and social needs of the diverse culture of Bristol residents?
6. What is the amount of the **total** project budget? List any other sources of funding.
7. If this is a multi-year program/project, how will you sustain it in future years?

## TIMELINE

Letters of Inquiry should be submitted no later than 4:00 pm on April 30 via email to [kate@mainstreetfoundation.org](mailto:kate@mainstreetfoundation.org). Please indicate "Broad View Fund LOI" in the subject line. You may be contacted for a site visit or additional information in early May.

Applicants will be notified of the outcome by the end of May, and grant payment will occur in Nov/Dec, after a fall fundraising event.