

**It is required that you contact the Brookline Community Foundation Director of Programs Sara Dassel at 617.566.4442 before submitting your proposal.**

In response to the effect of the economy on the Foundation's endowment, funding decisions will strongly favor programs supporting social services and basic needs to low-income and under-served community members.

**Proposals must be consistent with the Foundation's vision and mission.**

**Priority will be given to grants that:**

- support services to low-income residents
- close the achievement, equity, or opportunity gap in our community
- encourage and support innovative approaches to addressing community needs
- encourage collaborative ventures that will strengthen the community
- build community partnerships and resources
- strengthen local nonprofits

**Proposals must:**

- address a demonstrated need
  - have a local partnership in place
  - not duplicate existing effective programs or initiatives.
  - demonstrate financial sustainability
- Whenever possible, grants are made to organizations that meet the requirements of section 501(c) 3 of the Internal Revenue Service Code (including both civic and religious organizations), as well as to the government bodies including the Town of Brookline and the Brookline Housing Authority. Grants to individuals will be considered for projects that benefit the wider community.

**Grants will be made in the following areas:**

- capacity building
- initial seed money to launch a new project
- capital improvements
- operating – three year maximum.
- support for a one-time activity
- board and staff development
- technology application
- program evaluation

**Brookline Community Foundation does not award grants for:**

- travel
- individuals
- research
- individual scholarships

**Grants Applications** Your proposal must include a cover-letter, cover summary, **BCF's electronic grant application form**, budget, support letters, and supporting information. Please refer to the [grant applications](#) for more specific information and descriptions. Grant application deadline: **March 15**

**Grant Decision Process** Grant awards are determined by the BCF Grants Committee for grants up to \$15,000. Grants of \$15,000 and more require a vote of the Board of Trustees.

**Grant Funds** Brookline Community Foundation awards grants from a collection of funds established by the community to meet the needs in Brookline. Although donors and advisory groups may recommend grants from some of these funds,

the Grants Committee of the Board of Trustees has the discretion to make the final decision. *It is not necessary to apply to a particular grant fund. The Grants Committee will award grants from the appropriate funds.*

**Unrestricted Funds:** The Community Foundation has unrestricted assets that pay the operating expenses of the foundation and also provide funds for grantmaking. In addition, the Foundation raises grants funds through our annual appeal.

**The Brookline Youth Fund** provides grants to provide equal access to community resources for Brookline youth. This is a donor advised fund of The Country Club, established with the proceeds of the 1999 Ryder Cup. The Country Club adds to the Youth Fund every year with the proceeds from an annual golf tournament.

**Environmental Stewardship Fund** provides grants for environmental education and stewarding of natural resources, with preference for grants that protect water quality. The fund was created with a grant from the Massachusetts Environmental Trust and gifts from the community. ***Grants are currently not available from this fund.***

**Brookline Fund for Arts & Culture** is a joint project of the Brookline Commission for the Arts and the Brookline Community Foundation. Grantmaking priorities for this Fund are to support cultural vitality, artistic endeavor, and cultural infrastructure. Please call for more information.

**The Hattie Carr Fund** was created by bequest by a Brookline resident for the benefit of the community.

**The Hoppin Family Fund** is an unrestricted fund created by Caroline and Fred Hoppin upon Caroline's retirement, after many years as Chair of the Board of Trustees of the Brookline Community Foundation. The donors have a special interest in education and early literacy.

**The Rosamond and Sven Vaule Fund for Arts and Culture** was created by the Vaules as a permanent resource for diverse artistic and cultural initiatives in Brookline.

*The Foundation makes grants, conducts its programs, and hires staff without discrimination on the basis of participants' age, ethnicity, gender, race, religion, sexual orientation, or physical disabilities.*