



## 2021 Annual Grant Guidelines and Application

### MISSION AND HISTORY

The Maine Women's Fund is a public foundation that makes bold investments that transform the lives of Maine women and girls. Since 1989, the Fund has made over 520 awards totaling more than \$2.7 million to 235 unique organizations investing in the power of women and girls across the state and Wabanaki communities.

### FUNDING ELIGIBILITY

The Maine Women's Fund makes grants to programs that address the needs of women (of all ages) and girls in Maine. Eligibility is limited to nonprofit organizations or groups that demonstrate tax-exempt status under the Internal Revenue Service Code Section 501(c)(3), are tax-exempt 7871 federally recognized tribal organizations, or groups that submit an application through a fiscal sponsor that meets these requirements.

### TYPES OF FUNDING

1. **General Operating Support:** Operational costs that maintain and sustain the ongoing work and programs of an organization, i.e. salaries, benefits, rent, copying, phone, etc.
2. **Program or Project Grants:** New or existing program/project costs or those that may be in addition to an organization's regular programming.

### FUNDING AREAS

1. **Education:** Programs that offer education and training which build confidence, self-reliance, independence, and safety.
2. **Financial Skills & Literacy:** Programs that increase the financial skills, opportunities and/or literacy of individuals or the 25%+ of Maine's businesses that are woman-owned.
3. **Healthcare:** Programs that provide access to and/or improve the quality of healthcare for women and girls.
4. **Leadership:** Operational support for non-profit organizations run by and for Black, brown, and Indigenous women.
5. **Personal Safety:** Programs that advance personal safety, including freedom from and care for survivors of domestic violence, sexual assault, and human trafficking.
6. **Policy:** Programs that identify gender-based disparities and implement the policies to correct them.

### GRANT SIZE

The Fund will consider proposals for as much as \$10,000.

## **DURATION**

The grant period will begin July 1, 2021 and end June 30, 2022.

## **GEOGRAPHIC RANGE**

We invite applications from organizations based in and serving women and girls in Maine.

## **THE FUND DOES NOT MAKE GRANTS TO/FOR:**

- Organizations working in other countries, states, or regions.
- Individuals seeking scholarships to a university, college, or technical program.
- Capital campaigns.
- Religious activities.
- Retroactive funding.
- Fundraising events.
- Direct services not linked to one of our focus areas.
- Organizations that discriminate on the basis of race, age, gender, gender identity, ability level, or sexual orientation.
- Organizations that limit or oppose women's right to self-determination.
- Agencies of state or federal government, unless they are part of a community collaborative that includes eligible organizations.
- Individuals seeking personal assistance.

## **FUNDING DECISIONS**

The grants committee of the Maine Women's Fund includes its board members and others they appoint. The committee considers many factors in the decision making, including 1) the strength of the applications; 2) diversity of applications funded (including geographic and demographic distribution); 3) opportunities to make the greatest impact across all six funding areas. The grants committee makes final recommendations to the board, which makes all final grant decisions.

## **APPLICATION DEADLINE(S)**

All Letters of Interest must be submitted using the [online form](#) no later than **Friday, January 29, 2021 at 5 pm.**

Invited full proposals are due no later than 5 pm on Friday, April 2, 2021. Full proposals (including all supporting documentation) must be emailed to [kimberly@mainewomensfund.org](mailto:kimberly@mainewomensfund.org) as a **single PDF file.**

## **CONTACT INFORMATION**

For any questions after reviewing the application and materials contact:  
Kimberly Crichton, Executive Director, [kimberly@mainewomensfund.org](mailto:kimberly@mainewomensfund.org).

**To assure fairness for all applicants, anyone going over the page limit for each section/including a cover page will have those pages removed from their application. Incomplete and late applications will not be accepted.**

## **FULL APPLICATION**

### **PROPOSAL OVERVIEW (maximum 2 pages)**

- What is/are the need(s)/issue(s) your proposal addresses?
- What are the proposal goals and how do they meet the needs of women and girls in Maine?
- How does the proposal fit within the organization's mission and what relevant experience does the organization have in addressing such issue(s)/need(s)?
- Identify your partners and explain how you collaborate with them. We look to your attached Letters of Support to reflect this understanding of your partnerships and collaborations from your partners' perspective.
- Describe what you will do, how you will do it, what the timeline will be for key activities, and how you'll know if you're successful.

### **IMPLEMENTATION PLANS (maximum 1 page)**

- Please outline your strategies to achieve the desired goals and the timeline for achieving them.
- Because we know we are stronger when we work together, please describe how the project will engage stakeholders and continue to deepen or expand relationships with specific collaborating organizations.

### **OUTCOMES & IMPACT (maximum 1 page)**

- Indicate the short (and if applicable, long-term) measurable outcomes that will be achieved by this grant and the organization's evaluation process to track and measure the effectiveness of your work.

### **BUDGET(S) (2+ pages)**

- All applicants must provide a current-year organizational operating budget noting where MWF funds would be allocated.
- If you are requesting project support, provide an additional one-page project budget.
- Maximum request is \$10,000.

### **ADDITIONAL SUPPORTING DOCUMENTATION**

All applicants must include the following supporting documents at the end of their application:

- Letters of commitment from collaborating organization/s.
- List of current board of directors.
- Current/Final 501 (c)(3), or federally recognized tribal government, IRS determination letter (for your organization or your fiscal sponsor's organization).

### **If you have a fiscal sponsor:**

- If the organization has a fiscal sponsor, attach a copy of the letter of agreement between the organization and the fiscal sponsor and their current Section 501(c)(3) determination letter.

- If the organization has a fiscal sponsor, attach a copy of their current year organizational operating budget, in addition to the materials requested in the BUDGET(S) section for the organization.

**Don't forget to take a break, relax, breathe, and email or call us if you need help. We know how stressful grant writing can be because we write a lot of grant applications ourselves. We know you do great work. You've got this!**

**Thank you for all you invest in the power of Maine women and girls.**

**Maine Women's Fund  
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[www.mainewomensfund.org](http://www.mainewomensfund.org)**