



2019 Grant Guidelines and Application

MISSION AND VISION

The mission of the Maine Women's Fund is to transform the lives of Maine women and girls through strategic grantmaking, community engagement and support to nonprofit organizations dedicated to social change. The Fund's vision is a just and caring society in which Maine women and girls thrive so communities prosper. Since 1989, the Fund has granted almost 440 awards totaling more than \$2.25 million to 200+ different organizations investing in the power of women and girls across the state.

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. Organizations must also demonstrate gender parity in their organizational leadership, staffing and governance.

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:** Programs that ensure women and girls of all races and classes have access to opportunities to reach their full potential.
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, 2019 and end June 30, 2020.

GEOGRAPHIC RANGE

We invite applications from Maine based organizations investing in women and girls. As a statewide organization, we encourage rural and urban organizations to apply.

THE FUND DOES NOT MAKE GRANTS TO/FOR:

- Organizations outside of Maine.
- 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 includes many factors in the decision making, including the strength of the applications. The committee also looks at the geographic and demographic diversity of the applications to find opportunities to make the greatest impact across all six funding areas with the Fund's limited resources. The grants committee makes 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 25 at 5 pm**. Organizations invited to move forward to the full proposal stage will be notified the week of March 4.

Invited full proposals are due no later than 5 pm on Friday, March 29. Full proposals (including all supporting documentation) must be emailed to kimberly@mainewomensfund.org as a **single PDF file. Organizations submitting full proposals will all be contacted re: final outcomes by mid-May.**

CONTACT INFORMATION

For any questions after reviewing the application and materials contact: Kimberly Crichton, Grants Director 207-774-5513 x202, kimberly@mainewomensfund.org

To assure fairness for all applicants, applicants going over the page limit for each section 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 the partner organizations involved 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. If collaborators are involved in implementing the grant work, their role should be reflected in the budget allocation, too.

IMPLEMENTATION PLANS (maximum 1 page)

- Please outline your strategies to achieve the desired goals and the timeline for achieving them.
- We know we are all stronger when we work together. Describe how the project will engage stakeholders and 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)

- Include at least \$250 in your budget to administer the Fund's one page survey tool to the populations you are engaging.
- If you are requesting project support, provide a one-page project budget and a current year organizational operating budget.
- If you are requesting general operating support, provide a current year organizational operating budget and an organizational operating budget for the grant year which identifies where the operations support would be allocated.
- Maximum request from MWF is \$10,000, and it should be clear from the budget where your request is allocated.

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, and we know you do great work and that you've got this!

**Thank you for all you invest in the power of Maine women and girls.
Maine Women's Fund 174 Lunt Rd, Suite 100 | Falmouth, ME 04105**