

# Racial Equity Grant Program Application 2022-2023

*Grant Applications Due: Monday, March 6th, 2023 at 11:59PM*

You are welcome to use this document for planning purposes or you may complete and email a copy to o[grants@brooklinecommunity.org](mailto:grants@brooklinecommunity.org) to submit.

**Racial Equity Grant Program**

In 2021, the Town of Brookline and the Brookline Community Foundation launched a Racial Equity Fund to support community organizations and efforts to advance racial equity and racial justice for the Brookline community. The Town of Brookline generously provided a $500,000 investment to seed the fund. The Brookline Community Foundation is now the proud owner and manager of the fund and facilitates the Racial Equity Grant Program.

The Racial Equity Grant Program was created to support community organizations, nonprofits, and other entities seeking funding for projects, programs, and initiatives that advance racial equity and racial justice for the Brookline community. This grant program will provide funding to address racial equity gaps that affect the quality of life for people of color in Brookline.

**The Racial Equity Grant Program is the only grant program in our community that aims to address the impact of racism on the health, well-being, and overall quality of life for communities of color, and reallocate resources and power to those members of our community who have been historically marginalized and disadvantaged.** We aim to do this by supporting projects that seek to reduce the racial inequities we are seeing in our community and by ensuring that funds go exclusively to lifting and building up members of our community who have been historically and/or are currently marginalized and disadvantaged.

Consistent with the fund’s purpose, a Racial Equity Grant Committee comprised of community members, representatives from the Town of Brookline, and representatives from BCF work collectively to identify priorities for each grant cycle, review applications, and make funding recommendations to the BCF Board of Trustees. To ensure a plurality of perspectives and lived experiences, the Committee includes a majority (more than 50%) people of color.

Please note: while we have included high character limits in our application, we do not expect responses to use the maximum number of characters allotted. Concise responses are welcome. Please visit our [Racial Equity Grant Program page](https://brooklinecommunity.org/racial-equity-grant-program/) and [grant program FAQ page](https://brooklinecommunity.org/grant-program-faq/) for more information on this grant program.

**Request Summary**

**Project name\***

*Character Limit: 100*

**Proposal summary\***

Please provide a brief summary of the proposal in about 2-3 sentences. For example: BCF requests a project grant of $5,000 to hire a consultant to help us collect input on our grant application process via a feedback survey. This project will result in an updated, streamlined grant application process that is less burdensome for grant applicants.

*Character Limit: 5000*

**Amount requested\***

*Character Limit: 20*

**Project start date\***

If this request is for a general operating grant, please provide your fiscal year start date.

*Character limit: 10*

**Project end date\***

If this request is for a general operating grant, please provide your fiscal year end date.

*Character limit: 10*

**What is the best way to reach you during the grant review process?**

Please include name, phone number and/or email address.

**Organization Information**

**DBA**

If your organization is known by another name, please enter it below.

*Character Limit: 250*

**Vision and Overall Work\***

What is your organization/group's vision and overall work? (Please provide a brief overview)

*Character Limit: 5000*

**Does your organization/group have IRS 501(c)(3) nonprofit status\***

If not, you may still apply through a fiscal sponsor. If you are applying on behalf of a governmental body or agency serving the Town, please select “N/A”

Choices:

* Yes
* No
* N/A

**Fiscal Sponsorship (if applicable)**

Please respond to each question in this section with your fiscal sponsor’s information. If you do not yet have a fiscal sponsor, please contact BCF at [grants@brooklinecommunity.org](mailto:grants@brooklinecommunity.org). You may skip this section if this does not apply to your organization.

**Fiscal sponsor organization name**

If you would like assistance in identifying a fiscal sponsor, please indicate that here.

*Character Limit: 250*

**EIN/Tax ID number of fiscal sponsor**

*Character limit: 250*

**Fiscal sponsor contact name and address**

Please include a contact name and address for your fiscal sponsor.

*Character Limit: 1000*

**Please include a letter or written agreement from the fiscal sponsor**

You may attach your own letter/form or you may use the [fiscal sponsor letter](https://brooklinecommunity.org/budget-templates/) or agreement template provided on our website.

*Character Limit: 1000*

**Diversity & Representation**

**Population(s) served\***

Does your organization or project primarily\* serve BIPOC (Black, Indigenous, and People of Color) or other vulnerable populations, which include but are not limited to individuals and or communities who identify as immigrants; women; children; older adults; LGBTQ+; disabled; members of racial, ethnic, religious, and or linguistic minorities; incarcerated or formerly incarcerated, and; those consistently excluded from access to resources and services vital for thriving.

\*50% or more of your population(s) served

Choices:

* Yes
* No
* N/A

**Please describe who you work with**

In your answer please respond to the following questions:

• Does your organization or project primarily serve BIPOC communities?

• How do you engage people with lived experience in the issues your project or program is seeking to address?

• How many people do you hope to support/reach through your project or program?

*Character Limit: 10000*

**Is your organization/group BIPOC-led\***

For this grant program, an organization or group is considered BIPOC-led if they meet at least one of the following three criteria:

1. The organization/group’s Executive Director, Chief Executive Officer, or Board Chair identifies as BIPOC;
2. 50% or more of the organization’s leadership staff or program directors identify as BIPOC, and/or;
3. 50% or more of board members identify as BIPOC.

Choices:

* Yes
* No
* N/A

**If your organization/group is BIPOC-led, please describe which criteria apply to you**

*Character Limit: 5,000*

**Tell us about the diversity of your team (staff and/or volunteers)**

Dimensions of diversity include but are not limited to race, ethnicity, gender, gender expression, sexual orientation, language, class, mental ability, physical ability, country of origin, and immigration status.

We anticipate this question can be answered in 2-3 paragraphs or less.

*Character Limit: 5000*

**Proposal Information**

**Request for Funding Support**

Please describe your request for a Racial Equity Program Grant and the intended impact of your project/work. In your answer, please respond to the following questions:

• What problem, issue or community need are you addressing?

• How will your work advance racial equity and racial justice in Brookline? How will your work/project lift up members of our community who have been historically and/or are currently marginalized and disadvantaged?

• What do you plan to do with the funding if received? What do you hope to achieve and how will you know you are making progress towards that end?

• What is your anticipated project timeline?

*Character Limit: 10000*

**Supplemental Information - Optional**

**Is there anything else you would like to share with BCF?**

Please use this space to share any additional information about your work/project that you would like us to know. For example, you may share any barriers you are meeting as you carry out your work or brief highlights of recent efforts of which you are proud.

*Character Limit: 10,000*

**Additional Questions for white-led organizations (if applicable)**

If your organization is BIPOC-led, you do not need to respond to these two questions.

**Shared Leadership**

How will your organization/group share leadership with BIPOC in a way that is authentic, meaningful, and long-lasting?

*Character Limit: 10000*

**Racial Equity Work**

Please share more about your organization’s work to address racial inequities beyond this proposed work. Do you anticipate continuing racial equity and racial justice work even if this project is not funded?

*Character Limit: 10000*

**Grant Application Attachments**

If you are submitting your application by email or mail, please be sure to include the following if applicable:

Budget & financial information:

Please note: If the applicant organization/group does not have 501c3 nonprofit status and is applying with a fiscal sponsor, please share the fiscal sponsor’s financial statements and organizational budget. The project budget can represent the applicant’s work (the work proposed in this application).

* **Project/program budget** – we will accept your project budget in your own template or you are welcome to use the BCF [project budget template](https://brooklinecommunity.org/budget-templates/).
* **Organizational budget (current year)\*** - we will accept your organization’s budget in your own template/format, or you are welcome to use the BCF [organization budget template](https://brooklinecommunity.org/budget-templates/).
* **Financial statements (current year)\*** - please attach your organization’s most recently completed annual financial statements (audited, reviewed, compiled, or internal if applicable). Financial statements should include, at a minimum, an income statement (profit and loss) and a balance sheet. *If you are applying on behalf of a governmental body or agency serving the Town, please type N/A below; Town financial statements are not required. If you have already submitted your most recent financial statements to BCF this year, please note that below - you do not need to resubmit.*
* **Prior year fiscal statement (if applicable) –** if you are requesting more than $15,000 please attach your prior year’s financials. *If you are applying on behalf of a governmental body or agency serving the Town, financials are not required.*

Additional attachments:

* **Fiscal sponsor letter or written agreement (if applicable)** – you may attach your own letter/form or you may use the [fiscal sponsor letter template](https://brooklinecommunity.org/budget-templates/) or agreement template provided on our website.
* **Supplemental information** – you may also attach any additional information in support of your grant application that you wish to share, including support letters, testimonials, press releases, etc.
* **Application submitted to other funders** – BCF will accept applications submitted to other funders or foundations. If you would like to submit an application sent to other foundations, please attach. Please be sure that this application contains the information requested through the Racial Equity Grant Application questions. If you would like to submit an application that was submitted to other funders and expand on any of the information included, you may respond to the related questions within this document.

**Feedback - Optional**

**Do you have any feedback for BCF on this application?**

Optional: please share any feedback on this application form and process. We will review all feedback received and use common themes to inform updates to our application and process. Thank you for your insight and perspective. *Character Limit: 10,000*

**How much time did it take you to complete this application?**

Optional: please include an estimate of the amount of time it took to complete this application from start to submission. We are asking this because we want to understand how long this application takes to complete so that we can make improvements as needed to decrease the time applicants spend preparing and submitting applications. *Character Limit: 500*