



## **Request for Proposals (RFP) BCF Community Grant Program – 2023-2024**

*Grant Applications Due: Monday, February 12th, 2024 at 11:59PM*

**BCF invests in organizations and efforts building a more inclusive and equitable Brookline.**

**As one of the largest funders in Brookline, BCF is committed to partnering with community organizations and programs that advance opportunity for those most impacted by inequities and to focusing our collaborative efforts on addressing challenges head on.**

BCF understands that while Brookline is a well-resourced community, we are not an equitably resourced one. Like many communities across the country, Brookline struggles with poverty, food insecurity, gaps in the social safety net, and more. Black communities, Indigenous communities, other communities of color, and vulnerable populations are disproportionately impacted by these challenges. That is why our aim for grantmaking is to make transformative investments in organizations and community efforts that create an inclusive and equitable Brookline for all, and prioritize efforts led by and focused on BIPOC (Black, Indigenous, and People of Color) and other vulnerable populations. This includes but is not limited to BIPOC individuals and/or communities who identify as immigrants, women, children, older adults, LGBTQIA+, 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.

**Through our grantmaking, we work with organizations, efforts, and initiatives with a shared commitment to advancing equity. Our grant programs – Community Grant Program, Racial Equity Grant Program, Safety Net Grant Program, and Youth Development Grant Program – offer ways to partner with BCF to fortify the local safety net, advance opportunities for individuals and families, support pathways out of poverty, and maintain a vibrant, welcoming community.**

### **Community Grant Program Overview**

The Community Grant Program provides funding to programs and efforts that help build a better Brookline for all who live, learn, work, and play here.

### **Grant Program Details**

BCF's Community Grant Program aims to support a wide range of efforts that create opportunity and promote equity. We welcome proposals that address a variety of community needs such as, but not limited to, the following:

- Health & Wellness
- Climate Sustainability
- Arts & Culture
- Healthy Aging
- Wealth Building and Economic Mobility Programs
- Housing (including capital improvements, access to affordable housing)
- Crisis Intervention Services (including services that address mental, emotional, and physical health)
- Organizational Capacity Building activities (including Diversity, Equity, and Inclusion training)

*Total amount available to grant:* This fiscal year, BCF has \$109,000 to distribute within the Community Grant Program.

*Maximum Grant Amount:* Grant requests are limited to \$30,000 or below this year. For reference, the average Community grant awarded in fiscal year 2023 was ~\$11,000.

BCF is inviting requests for one-year Community Grants to be submitted through our FY24 grant application. Requests may be for the following: general operating support, project and program funding, capacity building efforts, capital improvements, sector-building efforts, and community- and movement-building initiatives. Please see the [Grant FAQs](#) on our website for examples of projects within these categories.

### **Priority Considerations**

In alignment with our organizational vision, as we review proposals, we will give preference to community organizations and groups that:

- are working to advance equity (including removing barriers to opportunities, meeting the immediate individual needs of those impacted by inequities, addressing root causes of inequities);
- are led by BIPOC (Black, Indigenous, and People of Color); and/or
- focus on BIPOC and other vulnerable or marginalized populations, including those populations most impacted by the pandemic

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

- The organization/group's Executive Director/Chief Executive Officer or Board Chair identifies as BIPOC.
- 50% or more of the organization's leadership staff or program directors identify as BIPOC.
- 50% or more of board members identify as BIPOC.

## Eligibility

**Please note: This year, we are asking organizations to submit one application to *either* the Community Grant Program *or* the Youth Development Grant Program.** Additionally, for the Community Grant Program and Youth Development Grant Program, we will only accept one application per organization. Organizations who are currently funded through the Safety Net grant program are eligible to also apply to Community Grants or Youth Development Grants.

501(c)(3) nonprofits organizations, Town departments or agencies, and community groups can apply for funding. If you are a Town department or agency, please see our [additional guidelines](#).

Proposed projects or programs should directly benefit members of the Brookline community, which we define as those who live, learn, work, or play in Brookline.

If an organization or project is new and/or not yet tax-exempt (is not a 501(c)(3) nonprofit), an application may be submitted through a fiscal sponsorship. BCF can assist applicants in identifying an appropriate fiscal sponsor. If you are interested in pursuing fiscal sponsorship, please refer to our [Grant FAQs](#) for more information or contact BCF at [grants@brooklinecommunity.org](mailto:grants@brooklinecommunity.org) or 617-566-4442.

BCF grants cannot be used to cover travel costs, political campaigns, or lobbying, and we are unable to provide direct support or scholarships to individuals. While we cannot provide direct assistance to individuals, BCF grant programs may fund organizations and groups that provide direct financial support or scholarships to individuals.

To be eligible, an applicant must be operated and organized so that it does not discriminate in the hiring of staff or provision of services on the basis of race, color, religion, gender, gender expression, sexual orientation, age, national origin, marital status, military status, or disability.

## BCF Values

At the Brookline Community Foundation, our commitment to creating lasting impact is unwavering and is deeply rooted in core values that guide our actions, decisions, and collaborations. We Lead by Listening, understanding that the nuances of our community's strengths, challenges, and needs are best grasped by lending an attentive ear. Our mission is firmly Anchored in Equity, ensuring that our vision and processes consistently hold us accountable to the diverse community we serve. We recognize the importance of Sustainable Support; by investing in Brookline, we are not just addressing the immediate needs but are also building a resilient foundation for generations to come. At the heart of our ethos is the principle of Community First. Your insights, experiences, and feedback shape our endeavors, fostering a collaborative environment where our shared objectives are realized in unison. We invite you to keep these values in mind as you prepare your applications and partner with BCF. We hope these values serve as a guidepost for our collective journey towards a brighter, more inclusive future for Brookline.

## Application Timeline

- December 2023: Community Grant Request for Proposals (RFP) released
- Monday, February 12, 2024: Deadline to submit grant proposals
- February 12, 2024 - April 2024: Grant Review Period; BCF reviewers may contact organizations to schedule a site visit or call during this time
- Late April 2024: Grant decisions announced
- May 2024: Grants awarded

## How to Apply

Please apply in one of the following ways:

- Through our [online grant application](#), or
- By emailing your application to BCF at [grants@brooklinecommunity.org](mailto:grants@brooklinecommunity.org) with the subject heading "Grant Application Submission"

Grant application materials:

- Download the full grant application as a Word doc from the [BCF website](#)
- Review our [Grant FAQs](#)
- Access budget and fiscal sponsorship [templates](#)

## Application Support / Technical Assistance (TA)

We encourage all applicants to contact us prior to submitting your application so that we may support you, as needed, in your submission. Please reach out at any time to the Program & Partnerships team at [grants@brooklinecommunity.org](mailto:grants@brooklinecommunity.org) or 617-566-4442.

We also welcome you to review and utilize the recently released *Understanding Brookline* research publications which include the [Understanding Brookline: Economic Inequality in Brookline Report](#) and the [Understanding Brookline Community Indicators Database](#).

## Contact

Please contact us with any questions before or during the application process for any of BCF's grant programs.

Program and Partnerships  
[Brookline Community Foundation](#)  
40 Webster Place  
Brookline, MA 02445  
[grants@brooklinecommunity.org](mailto:grants@brooklinecommunity.org)  
617-566-4442