FARMINGTON GREATER TOGETHER COMMUNITY FUND

Frequently Asked Questions

Background

What is the purpose of the Farmington Greater Together Community Fund?

The Hartford Foundation for Public Giving funds the Farmington Greater Together Community Fund program. The purpose of the Community Fund is three-fold: 1) support the community in taking ownership around the needs in our town; 2) encourage broad and inclusive civic engagement; and 3) anchor the Foundation in the town. Tax-deductible donations from anyone interested in supporting the Farmington Greater Together Community Fund may also be made through the Foundation.

When was the Community Fund established?

The Farmington Greater Together Community Fund was created in 2019, and the Fund's Advisory Committee was established in 2020. In the past 2 years, we have awarded $55,000 to 15 *different* community groups.

Grants

Who is eligible to apply for a grant?

Organizations must be classified as a 501(c)(3), or use a fiscal agent/sponsor if not classified as a 501(c)(3). 509(a)(3) charities, government agencies, individuals, for-profit entities, and private foundations are not eligible. Grants can fund religious organizations/faith communities to do non-religious activities as long as the activity is open to everyone regardless of their religious affiliation and supports the Farmington community beyond its congregation. Nonprofits do not need to be based in Farmington, but must serve Farmington Residents.

What is a Fiscal Agent?

A fiscal agent is an established 501(c)(3) nonprofit organization that agrees to accept donations on behalf of a group that is not registered as a nonprofit. The fiscal agent must submit the application on behalf of the group and is legally responsible to account for the funds used. Best practice recommends that the fiscal agent and the group have a written agreement on how they will work together. Municipal governments may also serve as fiscal agents.

How many grants are awarded in a given year?

In 2021, the Farmington Greater Together Community Fund awarded 7 organizations with grants totaling over $24,000. For the 2022 cycle, 10 grants were awarded for roughly $31,000.

Are there specific funding amounts for the grants?

For 2023, the minimum request for any proposal is $500 and the maximum request is $7,500. Please note that partial funding of applications may be made.

<u>Application Process</u>

Who actually makes grant award decisions?

An *Advisory Committee* of the Farmington Greater Together Community Fund makes the grant award decisions. The committee is made up of diverse Farmington residents who volunteer their time to oversee the FGTCF on behalf of the Hartford Foundation for Public Giving. All grant award decisions are ultimately approved by the Foundation to ensure the grants align with the Foundation's goals and objectives. In an effort to maintain the fairness and integrity of the Community Fund grant making process, each Advisory Committee member must follow a set of best practices developed by the Foundation when recommending grants and attest that they will avoid any conflicts of interest.

What criteria are considered for deciding who gets a grant?

The following criteria are examples of what the Advisory Committee considers when determining grant awards:
- Does the proposal identify a real need in town?
- Does the organization have experience or knowledge that makes success likely?
- Does the organization involved have a good plan for how to implement the project?
- How many town residents will be impacted by the project?
- Does the cost seem reasonable for the expected impact or benefit?
- What is the project duration, and is the project sustainable after the grant award?

Are any financial documents required with the grant application?

Yes. You will need to provide a copy of your organization's federal Form 990 or other financial statement with the grant application.

What is the deadline to submit applications for the 2023 grant cycle?

Applications are due on September 15, 2023.

I know someone who serves on the Advisory Committee. Can I still apply for a grant?

Yes, any committee members with close ties to an organization will recuse themselves during the decision-making process.

I am not sure I wrote a solid proposal. Can the Advisory Committee give me feedback before I submit my application?

In the interest of being completely fair to all applicants, the committee is unable to provide editorial assistance to any organization regarding its application.

My organization is new and/or really small. I am not sure I have the right financial documents you require. Is that okay?

Send an email to FarmingtonCTCommunityFund@gmail.com and we will be happy to help you find a suitable document.

I applied last year and was awarded a grant. Is it okay to apply again?

Yes. Please also know that if your organization has been awarded a grant(s) in the past, the Hartford Foundation for Public Giving requires that the organization submit the Final Report as developed by the Community Fund prior to submitting another application. The Final Reports are required at the end of each grant cycle an organization receives an award.

Post Application

Does the Community Fund notify organizations if applications are not funded?

Yes, we will send you an email indicating the Advisory Committee did not fund your grant application.

Will my organization be required to submit any other information if awarded a grant?

Yes. All organizations receiving grants are required to submit a Final Report upon the conclusion of the grant period. The Advisory Committee has developed a Final Report template for organizations to use and will send the template to organizations at the end of a grant cycle. Among other information, the report will include a summary of how the grant funding was used, aggregate demographic data of the residents served, how the grant benefited Farmington residents, and whether or not the program will be sustained beyond the grant term. The report will also indicate whether or not all funds awarded have been spent.

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