



COMMUNITY ENDOWMENT
OF LEXINGTON

2021 Grant Cycle

The Community Endowment of Lexington (CEL) promotes a spirit of philanthropic giving to support organizations that are working to create solutions for current needs and that are implementing new ideas to improve Lexington for the future. We encourage grant applications that bring innovative thinking to big issues and small ones.

Grant proposals will be accepted for requests of up to \$7,000; the typical grant will range from \$1,000 to \$5,000.

These are unprecedented times and we are aware that non-profit organizations are under more pressure than ever. In an effort to create a less burdensome process, we are asking you to submit a very short initial application or Letter of Intent. This will allow us to do a preliminary screen of ideas. We will invite organizations whose proposals best match our mission to submit additional information for final decision.

GRANT PROCESS

CEL is an endowed, permanent fund of the Foundation for MetroWest with a Community Board of Lexington community members that is responsible for evaluating and providing grant awards. The 2021 grant cycle is an online process and will operate based on the following timeline:

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|---------------------------|----------------|--|
| • January 21, 2021 | 9:00 AM | Letter of Intent open online: www.bit.ly/ffmw_foundant |
| • February 4, 2021 | 5:00 PM | Deadline for Letter of Intent Submission |
| • February 11, 2021 | 5:00 PM | Applicants will be notified if invited to submit a full proposal |
| • March 12, 2021 | 5:00 PM | Final Proposal Due |
| • Mid-April -End of April | | Potential site visits and follow up conversations |
| • By end of May..... | | Applicants notified of decision |
| • Early June..... | | Grant award celebration for 2021 grantees |

ELIGIBILITY

All applicants must have:

- 501(c)(3) tax status as a registered nonprofit organization **OR** have an eligible fiscal sponsor **OR** be a Town of Lexington department, board, or commission
- Programming that solely or predominantly serves Lexington residents

Additionally, please note the following:

- 1) CEL will not consider applications from past grantees who have not completed their most recent grant or have not submitted their final report by the submission deadline.
- 2) Nonprofits and town agencies may submit an application each year. The quality, focus, and impact of the applications are CEL's priority when awarding grants. CEL gives strong consideration to new applicants and to those who did not receive a grant the previous year.
- 3) CEL will consider grant applications from religious-based organizations if the program they are applying for does not exclude anyone based on religion and the purpose of the program is in no way to promote a particular set of religious beliefs.

WHAT CEL WILL FUND

Proposals may be submitted for:

- Programming (existing, pilot, or expanded)
- Capital goods to advance programming or services offered (e.g., laptops)
- Capacity-building efforts including, but not limited to:
 - Strategic planning
 - Data and evaluation

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Community Endowment of Lexington: an Endowed Fund of the Foundation for MetroWest

- Organizational development
- Communications and marketing
- Board of Directors (e.g., succession planning)

For 2021 CEL will take particular interest in grant applications that include a focus on collaboration, thereby supporting CEL's interest in building a strong, healthy community. CEL is looking for grant applications that feature a project that involves one or more nonprofits or town agencies working together in Lexington.

FOCUS AREAS

- **HEALTH AND HUMAN SERVICES**
To support families, youth, and underserved populations in creating pathways that improve overall quality of life. *Grants will **not** be awarded to projects focused solely on seniors as other funding is available in Lexington that targets this specific demographic.*
- **ARTS & CULTURE**
To support the cultural vitality of the Lexington community, including the visual arts, the performing arts, and historic preservation.
- **ENVIRONMENT**
To preserve Lexington's natural resources and to increase environmental awareness, education, and engagement.
- **COMMUNITY BUILDING**
To support increased volunteerism and community involvement, to strengthen civic engagement, and to emphasize collaborations that enhance community initiatives.

HOW TO APPLY

1. Beginning January 21st, applicants will have access to the Letter of Intent form online.
2. If your organization is new to CEL or the Foundation for MetroWest, please create an account.
 - a. www.bit.ly/ffmw_foundant
 - b. See www.bit.ly/ApplicantTutorial for a short video tutorial.
3. If your organization has applied to CEL or Foundation for MetroWest in the past, login to your existing account.
 - a. www.bit.ly/ffmw_foundant
4. Once you are logged into your account, click on the Apply icon from the top menu bar.
5. Select **2021 Community Endowment of Lexington Grant Program**.

TO APPLY: WWW.BIT.LY/FFMW_FOUNDANT

LETTER OF INTENT DEADLINE: FEBRUARY 4, 2021 AT 5:00 PM

If you have questions regarding the eligibility or suitability of your proposal, we encourage you to email grants@foundationformetrowest.org as early as possible to schedule a time to discuss.