



## **Farmington Community Chest Funding Priorities**

Farmington Community Chest (FCC) funding priorities for the current fiscal year have been approved by the Board of Directors. These priorities are based on: history of funding requests, analysis of community needs and supplementation of the state and federal budget losses.

### **Mission Statement**

Farmington Community Chest's mission is to support initiatives to provide basic human needs, coordinate educational opportunities and enhance community life for all residents of Farmington, by making funds available to support programs and projects that specifically address these priorities.

### **Priorities**

- Basic Human Needs (50% of funding)
- Educational Programs (25% of funding)
- Community Life Enhancement (25% of funding)

### **Assessment of Priorities**

Basic Human Needs – The provision of services and/or programs that meet the basic needs for survival such as: housing, clothing, food, utilities, and health care.

Education Opportunities – Programming that provides information and education on a variety of subjects; particularly those that enhance and enrich the community.

Community Enhancement – Funds that support community wide events, services and programs that benefit all residents.

### **Eligibility**

We make grants to non-profit organizations only. We prefer that applicants have tax exempt status under Section 501 (c)(3) of the IRS Code or that are a qualified entity eligible to receive grants under the IRS code. We will consider funding a grassroots group, if it has a governing body and a fiscal agent with the appropriate tax status.

### **General Guidelines for Applicants**

- Farmington Community Chest funds requests that benefit the Farmington and Unionville geographic area. Farmington Community Chest will fund programs outside of



Farmington and Unionville provided that a significant portion of the program benefits Farmington and Unionville residents and organizations.

- Generally, Farmington Community Chest does not make grants for:
  - Annual funding of existing programs beyond initial 3 years of the program (unless approved by Farmington Community Chest for annual budgeting after such 3-year period)
  - Organization's Operating, Maintenance and Capital Expenses (e.g., furniture, air conditioner, heating costs). Restriction does not apply to such costs for an individual or for an organization if such expenses directly benefits individuals in need.
  - Previously incurred expenses
  - Annual and Endowment Campaigns
  - Legal Services
  - Political Activities
  - Religious Activities (excluding secular activities by religious organizations)
  - Farmington Public Schools programs (unless targeted for students in need)
  
- Farmington Community Chest reserves the right to adjust funds based on project needs and project viability. It is the organization's responsibility to apprise FCC if the project changes or ceases to exist.
  
- Projects with a realistic sustainability plan for continuation beyond the grant period are more likely to receive funding. The financial health of the applicant organization will also be considered.
  
- Generally, any organization that has previously been awarded a grant is not eligible to submit another proposal if funds remain unspent from the previous grant or if the Final Grant Report, which describes how the awarded funds were spent, has not been submitted to the Farmington Community Chest.
  
- Each organization is limited to one grant proposal for consideration during a grant cycle. If your application is selected for further review, you may be invited to make a short (up to 10 minute) presentation to our board of directors on your project or organization.
  
- If the proposal does not receive funding, it cannot be resubmitted for future consideration, except by invitation.



- If funded by Farmington Community Chest, applicant organizations agree to publicize our participation in their project as per the marketing guidelines that will be sent upon confirmation of funding and agree to Farmington Community Chest publicizing their grant in communication outlets including but not limited to news media, website, email newsletters, social media, etc.
- Grant monies received **must** be returned if the project that is selected for funding is changed in scope without prior approval from FCC and, also if the project is terminated.



## Farmington Community Chest Funding Request Application

### Overview

The Farmington Community Chest (FCC) is a Non-profit organization founded in 1931 for the benefit of the Farmington community. Our officers volunteer their time to ensure that this great organization is continued in a manner consistent with its central goal of improving the health, educational opportunities, and community life of all residents of the Farmington community. FCC achieves this goal by facilitating opportunities for individuals to volunteer in the Farmington Community, such as on Farmington Cares Day, and by investing donated funds into projects that help improve the wellbeing of all residents.

### Application Process

In our effort to equitably support numerous charitable organizations, initiatives and other valuable community endeavors we require requestors to complete the Funding Request Application below.

All applications will be reviewed by the FCC Board of Directors throughout the year and decisions are made on a rolling basis consistent with our funding priorities.

### You will be asked to provide the following information:

1. Please provide a description of your organization and your connection to the community.
2. What is the mission statement of your organization?
3. What is the nature of your request? (Financial grant, support at an event, other?)
4. What is the purpose of the grant? How will it be used?
5. What are the expected results of this funding within the Farmington community. Please be specific.
6. How many individuals will be helped by this grant?
7. Is your organization a nonprofit and if so, what is your nonprofit status?
8. Has your organization received a charitable grant from the Farmington Community Chest in the past?
  - If yes, when was the last time you received a grant from FCC?
  - If yes, what was the purpose of the grant?
  - If yes, how much was the last grant that was received?
9. Please include a project total budget and timeline for the use of the grant.
10. Amount of the request.
11. Sign and date application

**Submit Request via Email to:** [CommunityChestFarmington@gmail.com](mailto:CommunityChestFarmington@gmail.com) **or Mail to:**  
Farmington Community Chest, P.O. Box 60, Farmington, CT 06034-0060



## Farmington Community Chest Funding Request Application

**Name of Person Submitting Application:**

Position:

Phone:

Email:

**Name of Organization:**

Address:

Phone:

Email:

**1. Please provide a description of your organization and your connection to the community.**

**2. What is the mission statement of your organization?**

**3. What is the nature of your request? (Financial grant, support at an event, other?)**

**4. What is the purpose of the grant? How will it be used?**

**5. What are the expected results of this funding within the Farmington community?**

*Please be specific.*



6. How many individuals will be helped by this grant?

7. Is your organization a nonprofit?  Yes  No *If yes, what is your nonprofit status?*

8. Has your organization received a charitable grant from the Farmington Community Chest in the past?

Yes  No

*If yes, please answer the following questions*

**When was the last time you received a grant from FCC?**

**How much was the last grant that was received?**

**What was the purpose of the grant?**

9. Please include a project total budget and timeline for the use of the grant.

10. If you are awarded funding, how do you plan to promote the Farmington Community Chest?

11. Amount of the request:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Submit Request via Email to:** [CommunityChestFarmington@gmail.com](mailto:CommunityChestFarmington@gmail.com) **or Mail to:** Farmington Community Chest, P.O. Box 60, Farmington, CT 06034-0060