



CFMC Grant Application

COMPLETE THIS APPLICATION FOR FUNDING REQUESTS FOR THE Community Foundation of Middlesex County Competitive Cycle.

Instructions: Complete the application on the website. You may "Save and Continue Later" - the site will email you a link which is active for 30 days. Review instructions document for full details before completing. Complete all questions.

Section V requires certain documents to be uploaded to the form - see the Application Instructions Document for a list of the required items. All items must be uploaded as PDF Files. The CFMC Budget Summary form is available on the website in Word. This document must be submitted as PDF file as well.

I. Application Information

Legal Name of Organization

Henry Carter Hull Library

Division or Department Name (if applicable)

Other Tax Exempt Entity?

Are you a 501(c)3 Organization

Yes

EIN #

06-0662139

If your organization is not a 501(c) 3 tax exempt entity or division/department of a 170(c)1 government agency or religious organization, please contact Thayer Talbott, 860.347.0025, for further information before completing the application.

Total Cost associated with request \$

3,319

Dollar Amount Requested \$

3,000

Summary Statement

This grant will fund additional items for the popular HCH Library of Things. CFMC originally kicked off our Library of Things with a 2017 Grant for items for what we called the IDEA Center @ HCH Library. While the dedicated space for the IDEA Center items was never found, the items like the GoPro camera, Electronic Drum Kit, and the Digital Guitar all morphed onto our new Library of Things and are offered to our patrons to check out and use at home.

II. Funding Request Information

1. Proposal / Purpose

The HCH library initially began its LoT back in 2016 with a grant from the CFMC to fund an IDEA center at the library. We purchased musical instruments and equipment for a space inside the library to allow patrons to sit and collaborate. We proposed a variety of AV equipment as well as musical instruments be available for use. Patrons were very interested in getting a quick introduction to the equipment and then checking out the equipment to try at home. This prompted us to pursue additional items to be available to our patrons to either try before they purchase or to use one time without the financial burden of 100% ownership.

Adding to our Library of Things will provide opportunities for learning, discovery, and engagement. A well curated Library of Things will promote sustainability by encouraging sharing, and the ability to try before you buy.

2. Sustainability and Assessing Impact

The HCH Library is already a vital hub in the shoreline community where people rely on important resources being available to them, be that informational programs, legal notary services or access to the Internet in addition to traditional library offerings. The current Library of Things already offers our patrons Wifi Hotspots, Roku streaming devices, many different musical instruments and a GoPro camera for folks to try out and use at home. A suggestion box for feedback and suggestions in addition to having a conversation with each patron when they return an item, will provide a valuable assessment and a direction to move forward. Circulation statistics will also allow us to evaluate the success of individual items available.

III. Grant Program / Project Information

Organization Area of Impact (choose ONE)

Community Enrichment (Arts/Culture/History)

Grant Type (choose ONE)

Program Development/Implementation

Target Demographics (Select all that apply):

- Adults
- Young Adults (ages 18-25)
- Families
- Parents / Guardians
- Retirees
- Students
- Veterans
- Women and Girls
- LGBTQIA+

Geographic Area(s) Served By This Application:

- Clinton
- Killingworth
- Westbrook

Total Number of People in Middlesex County Personally Impacted

15,000

IV. Organization Information

Board of Directors / Trustees Information

Percent (%) of Directors/Trustees who contribute annually to Operations

100%

Total Number of Directors/Trustees:

14

Average number attending in person:

12

Total Number of Board meetings held last year:

9

Year of Return:

2022

Date most recent IRS Form 990 was filed:

2023

Organization's Total Operating Budget

Organization's Fiscal Year

July 1 - June 30

Division Operating Budget Information

National Organization Chapter Information

Did you RECEIVE a competitive process grant in the:

- 2022-2023 process (fall 2022 or spring 2023)

Brief Background Statement of the Organization:

The mission of The Henry Carter Hull Library is to provide an inviting and dynamic environment, where all members of our community may discover both information and inspiration. To this end, the HCH Library has always put our community first and is always looking for new offerings to enrich the lives of our patrons. Back when VHS were just starting to be available in video stores, HCH took advantage of a grant from the state library and started a collection to offer to its patrons who were priced out of a traditional video rental. This project was wildly successful and self-sustaining as the overdue fines allowed the library to purchase more titles to circulate. At HCH, everything we do is to complement and improve our community.

V. Additional Information To Be Included with the Application

Please Note: Additional information requested below MUST be uploaded in PDF files. Other document formats will not be accepted by the application form. Attempts to upload other file formats could result in a loss of all application data entered.

A. Current Organization Operations Budget (Required)

- Operational-Budget-Sheet1.pdf

B. Board of Directors and Officers List (Required)

- HCH-Board-of-Trustees-Sheet1.pdf

C. IRS Tax Exempt Determination Letter

- IRS-Tax-Exempt-Letter.pdf

D. For Program/Project Requests only - CFMC Budget Summary Form:

- CFMC-Summary-Budget.pdf

E. Organizations serving a region greater than Middlesex County - county-based budget summary:

F. America Rescue Plan Act (ARPA)

Yes

ARPA Funding detail

Designate Will Apply or Have Been Approved/Received	Amount Requested / Approved
5/17/22	\$17,240.00

Additional financial documentation, including the organization's most recent audit, annual report, and IRS Form 990 may also be required. Only provide this information if requested.

For programs or projects which are collaborations among two or more organizations or where an organization provides in-school or after-school programming for schools, the Community Foundation requires a list of organizations or schools partnering with your organization as well as Letters of Support.

For the purposes of this application, collaborations are defined as partnerships where two or more agencies are committed through staffing, funding, and resource allocation to the goals and objectives of the program described. Because the nature of the collaboration requires two or more entities to work together, for the purposes of funding, only one organization may complete the application, and in doing so, accepts responsibility for all evaluative and fiduciary reporting.

For all collaborations, the Community Foundation requires letters of support from the non-applicant organization(s) and/or from the school(s) and school district(s) at which the applicant organization is the program.

Is this application in collaboration with a School(s) or School District(s)?

No

Is this application a collaboration of two or more nonprofit organizations (NOT schools)?

No

If this is an On-Going Collaboration, how long has the collaboration existed?

Additional funding from fundraising

If Yes, is this a New or On-Going Collaboration?

On-going

List of Collaborators

Henry Carter Hull Library Board of Trustee Fundraising - Rich Santanelli, President

Letters of Support (if a collaboration with schools or other nonprofits))

VI. Organization Contact Information

Are you a new nonprofit applicant to the Community Foundation?

No

Title

Library Director

Executive Officer's Name

Maribeth Breen

Executive Officer Email

maribeth@hchlibrary.org

Phone

(860) 669-2342

Title

Contact Person

Application Contact Email

Phone

Mailing Address

10 Killingworth Tpke
Clinton, Connecticut 06413
United States

Street Address

Connecticut
United States

Website

hchlibrary.org

Social Media Channels

facebook.com/hchlibrary - instagram.com/hch_library - youtube.com/@hchlibrary

VII. Non-Funding Needs

Spotlight on our grant projects in the local papers continue to educate the public on the library mission and promote our library.
Thank you!

VIII. Marketing and Public Relations

Organizations receiving grants from the Community Foundation of Middlesex County must promote their funding awards according to the marketing and public relations guidelines established by the Community Foundation. By signing the application below, the CEO/Executive Director understands the Community Foundation's marketing and public relations requirements if awarded a grant. The Community Foundation will host a seminar on marketing guidelines and tips for grantees annually. The Community Foundation's Grantee Communications Kit may be downloaded on our website in the Nonprofit Resources section, middlesexcountycf.org/nonprofits/resources/forms-pr-guidelines/.

IX. Tax Exempt Standing and Use of Grant Funding Certification

By signing this application, the CEO/Executive Director/Board President is certifying that your organization is a qualified 501c3 organization or other charitable organization recognized and currently in good standing with the IRS, or 170(c)(1) governmental agencies. Should a grant be approved by the Community Foundation of Middlesex County, these funds may only be used for the purpose outlined in your original application; you must notify us if you are unable to do so. If grant funding is provided, you may only use these funds for charitable purpose as described in Section 170(c)2 of the IRS code, and funds may not be used for any political or lobbying activity. In addition, no tangible benefits, goods or services may be received by our donors or by staff members of the Community Foundation of Middlesex County in exchange for grant funding.

Signature Certification

I certify that my printed name as stated and assigned below constitutes my signature and may be accepted as such.

Title

Library Director

Printed Name

Maribeth Breen

Date

03/07/2024