# CFMC Competitive Application Process FAQ

**Organizations are strongly encouraged to read this FAQ and the Instructions PDF prior to submission.**

1. **What organizations may submit an application?**
   - All 501(c)3 nonprofit organizations and 170(c)1 organizations able to receive a tax-deductible contribution, such as schools, faith-based organizations, and other public entities are eligible.
   - We are not able to fund individuals or businesses directly, labor unions, or other 501(c) organizations.
2. **Is there a maximum amount our organization may request?**
   - Application requests of up to $5,000 will be considered.
3. **Will CFMC be the sole or "primary" funder of a program that an organization is applying for?**
   - No, CFMC will not consider applications where we are the sole funder.
   - To determine if CFMC might be the sole or primary funder, an organization should ask itself **"will this program go forward without funding from CFMC?"** If the answer is yes, then it is not a "sole or primary" funded program and the other funding sources should be included on the CFMC Summary Budget to show where funding is leveraged.
4. **How are applications submitted?**
   - **CFMC uses an online application submission process**.
   - The link to the application in on the **Grants Program** page.
5. **Is there a geographic focus for this fund?**
   - Yes, funding requests must directly impact any, some, or all of the fifteen (15) towns of Middlesex County
6. **What is the application process timeline?**
   - CFMC accepts competitive applications twice a year – in the fall and in the early spring. The timeline for the cycle is posted on the CFMC website.
   - Organizations interested in learning more and/or considering an application submission must attend one of the information sessions for the current cycle. These sessions are posted on the events calendar on our website.
   - Recommendations for the fall cycle will be presented to the CFMC Board of Directors in December and for the spring cycle to the CFMC Board of Directors in June.
   - Applicants will be notified of the recommendation regarding their application during the last week of December or June respectively.
7. **Is the process restricted to priority needs and issues or open to all requests?**
   - The process is open to all tax-exempt organizations serving Middlesex County.
   - Organizations seeking general operating support or project/program-specific support serving a broad demographic may apply. We will also be reviewing applications that specifically address or serve
     - Programs or Projects serving a broad group, demographic, or region within any of our areas of need/impact;
     - Requests to the:
       - Mary Janvrin and Natalie Janvrin Wiggins Fund for Birds, Other Animals, and Nature (Janvrin Fund),
       - Sari A. Rosenbaum Fund for Women & Girls (including programs serving women, girls, and individuals identifying as female),
       - St. Luke's Home Fund for Veterans & Seniors,
       - Animals: Respect & Friendship Fund (ARF!),
       - And other CFMC Field of Interest Funds.

- The Community Foundation is interested in requests for funding that address all aspects of the community's well-being, an organization's ability, adaptability, and forward-thinking to serve the community, as well as needs and issues that may be a result of or outcome from the issues directly related to the current pandemic situation.
- Funding requests are to support organizational needs. Awards given through a fall cycle will be available after February 15 of the new calendar year. Awards given through a spring cycle will be available after July 15 of the current year.

8. **Are there certain items CFMC won't consider supporting:**
   - Grants made directly to individuals.
   - Initiatives that regrant CFMC funds to other organizations.
   - Organizations that, in their constitution, bylaws or practice, discriminate against a person or group on the basis of age, race, national origin, ethnicity, gender, disability, sexual orientation or identification, political affiliation, or religious belief.
   - Capital improvement and building projects.
   - New staff positions or hazard pay expenses.
   - Recouping lost revenue which occurs prior to the application submission date of the current cycle. July 1 annually if applying in the spring cycle, or occurring prior to January 1 if applying in the fall cycle.
   - Programs or materials that would normally be included in the regular operating budget for municipal/government agencies or schools.
   - Annual fundraising campaigns or event sponsorships.
   - Payment of debt or legal settlements or Repayment of SBA, PPP, or other COVID-19 related loans.
   - Political or partisan purposes, campaigns, or lobbying activities.
   - Projects that exclusively serve religious purposes, although religious organizations providing non-religious community services will be considered.
   - Endowments, reserve funds, capital campaigns, or annual fund drives.
9. **Can our organization submit applications for all types of funding in each application process (Fall and Spring)?**
   - No – *one* application per organization will be accepted.
     - *Only one (1) Funding request may be awarded annually – if an award is received in the Fall, the organization may not submit a Funding request in the Spring.*
10. **Our program is collaborative with two or more nonprofits involved – do we submit one application or may each organization apply?**
    - One organization applies *on behalf of all the partners/collaborators* – One (1) application per program/project
11. **Our organization has two programs in mind – one that is collaborative and one that is stand alone and specific to our organization only, may we apply for both?**
    - No. Your organization must decide which program to submit for consideration.
12. **We have an idea but no specifics, no timeline to development and implement the program yet, and no ideas of possible partners, may we apply now?**
    - If there is no clear program development and implementation plan yet, you should wait for another application process to submit an application.