The Falmouth Fund
Application Guidelines
Program and Capacity Building Grants

Introduction
The Falmouth Fund was established as a town fund of The Cape Cod Foundation in 2009 to serve as a responsive resource for a vibrant town. The Falmouth Fund supports diverse needs across the community in the areas of health and human services; education, youth, and recreation; arts and culture, and the environment. Since its inception, the Fund has distributed more than $900,000 in grants to 90 nonprofit organizations.

The Fund seeks grant applications from nonprofit organizations that bring innovative thinking to issues — both large and small — that foster new ideas, approaches, and collaborations.

The Fund is not a substitute source for funding basic town services. The intention is to support services and programs that extend beyond these basic services and enhance Falmouth’s special character and values. All projects must serve people in the Town of Falmouth.

Overview
The Falmouth Fund’s grants are highly competitive. As part of our strategy, we will award fewer, larger grants to increase community impact. Although we admire and support ongoing programs in our community, it is not The Falmouth Fund’s intent to be a continuous source of annual revenue for any one program or organization. Priority will be given to projects that involve collaboration and cross-sector partnerships and that will make a lasting impact within the Falmouth community.

PLEASE NOTE: The Falmouth Fund has changed its grantmaking process this year. The Fund will provide grants for both programmatic and capacity building projects. Program Grants and Capacity Building Grants are described and differentiated below. While Program and Capacity Building proposals are distinct, both will be submitted through one streamlined application using the Foundation’s online grant management system. In general, an organization should only apply for one grant opportunity.

If your request is for less than the typical range for either Program or Capacity Building grants, please schedule a conversation with Helaine Goudreau, Program Officer, to discuss your eligibility for funding. We also welcome any questions about the application process.

Program Grants
These grants will support or strengthen:
- Existing programs and projects with a track record of success
- Program planning and development, as well as pilot projects
- One-time projects with specific community outcomes (this does not include fundraisers or other event sponsorships)
- Equipment or staff expenses that are essential to the implementation of a program or project

Program Grants are generally $2,000 to $5,000.
Capacity Building Grants

The Falmouth Fund and The Cape Cod Foundation define capacity building as an intentional effort to increase an organization’s ability to effectively fulfill its mission and build long-term sustainability. Capacity Building Grants will help organizations develop their internal infrastructures so they become more effective, far-reaching, and efficient in fulfilling their mission. These grants will support organizational impact: projects that enhance an organization’s systems, skills, resources, operations, management practices and knowledge. Capacity Building Grants may also support collective impact: projects that strengthen strategic relationships with peer nonprofits to collaboratively address widespread issues.

Capacity Building Grants will support, but are not limited to, the following:

- Implementation of goals within an already developed strategic plan
- Diversity, equity, inclusion, and belonging initiatives
- Financial sustainability and strategic development, including diversification of revenue streams and reimagining fundraising activities (note: funds cannot be used specifically for implementing fundraisers)
- Streamlining processes through workflow improvements
- Staff expansion for organizational growth with a clear plan for sustainability of the position after funding ends
- Strategic collaboration
- Advocacy initiatives
- External communication strategies
- Governance, policies, and procedures
- Equipment, software, technology, or facilities enhancements to better realize organizational mission
- Human resources, including efforts to promote staff retention and to promote staff/volunteer/board development needed to achieve capacity building project goals

Capacity Building Grants are generally $5,000 to $10,000.

Types of Organizations that May Apply

- 501(c)(3) public charities
- Organizations serving a charitable purpose that are applying with a fiscal sponsor that is a 501(c)(3) public charity
- Public and private schools, for projects that exceed the school’s budget funding (must have letter of support from the superintendent)
- Faith-based organizations; however, proposals will only be considered if: (1) services benefit all, regardless of religion; (2) service provided is not religious in nature; and (3) there is no proselytizing associated with the service

Limitations

The Falmouth Fund will generally not consider proposals to fund the following:

- Debt reduction
- Projects that will be completed prior to the grant award
- Capital campaigns
- Endowment building
- Monuments and memorials
- Scholarships
- Fundraising events
Timeline
Before submitting a proposal, applicants are encouraged to review the grant guidelines and to contact the Foundation’s Program Officer with any questions. The deadline to apply for funding from The Falmouth Fund is Wednesday, December 15, 2021.

After a proposal is submitted, The Cape Cod Foundation’s staff will screen it for eligibility and completeness. The Falmouth Fund Grant Review Committee, comprised of knowledgeable community members, will consider all eligible proposals in January. Following grant review, recommendations will be presented to The Cape Cod Foundation’s Board of Directors.

Decisions will be announced in early February 2022.

Grant Evaluation Process
The Falmouth Fund has an obligation to be good stewards of its resources, so we work hard to ensure that we make fair and appropriate decisions. Grants will be evaluated based on the following:

- Clear objectives that relate to the applicant’s organizational mission
- Evidence of the organization’s ability or experience to implement the proposed work
- A thoughtful, practical work plan for achieving objectives and sustaining the impact
- Community need or opportunity for the proposed work
- Organizational health: capacity of the organization, staff, and volunteer leadership to complete the work
- Financial health: a diverse and balanced funding strategy and the ability to leverage other revenue
- A clear and well-scaled plan to measure the impact of the proposed work

How to Apply
All applications will be submitted through The Cape Cod Foundation’s online grant management system. Please click here to learn more about using our system prior to completing an application. If you have already created an organizational profile with The Cape Cod Foundation, you will not need to create a new one for The Falmouth Fund.

Please note: The Falmouth Fund has a required budget template, which is found on our website here and available within the application itself. All applicants must utilize the required template to be considered for review. Please reach out to The Cape Cod Foundation with any questions about the budget template requirement.

Reporting
The Falmouth Fund likes to keep track of the accomplishments and good work of our grantees, along with the challenges they are facing. If a grant is awarded, the Foundation must receive a final narrative and financial report on the project. The final report is due no later than one year from the date the grant was received. The report can be a copy of something you are already preparing or a simple bullet-point document with financials. If you received funding from The Falmouth Fund in early 2020 through the competitive grantmaking cycle, please include your grant report with your new proposal submission.

Contact
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