

## The Chatham Fund

2025 Grant Program Guidelines – Deadline is Friday, September 19, 2025

### Introduction

The Chatham Fund is a town fund of The Cape Cod Foundation committed to supporting high-quality organizations making a positive impact to residents of the town of Chatham. The Chatham Fund supports organizations that have a 501(c)(3) charitable status. Organizations can be located outside of the Town of Chatham, but projects and programs must specifically support Chatham residents.

Priority is given to proposals addressing one or more of the following: hunger; children's needs; the environment; and other social needs including, but not limited to, housing, healthy aging, transportation, and economic security.

### Overview

Grants from The Chatham Fund will support or strengthen:

- Existing programs with a proven track record of success, including enhancements to the program
- Pilot projects and idea testing
- Program planning and development
- Organizational development and capacity building
- Events and one-time programs with specific community outcomes (e.g. educational/outreach program, symposia, and conferences)
- Equipment and technology essential to implementing a program
- Communication and outreach projects (e.g. public awareness or volunteer recruitment campaigns)

Grants from The Chatham Fund are generally between \$2,500 – 5,000. The Chatham Fund typically awards about \$30,000 in its annual round of competitive grantmaking.

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 Chatham Fund.

### Deadline

The deadline to apply is Friday, September 19, 2025.

### Timeline

The Chatham Fund will consider all applications in October and recommendations will be presented to The Cape Cod Foundation's Board of Directors. Distributions will be made thereafter.

### Limitations

The Chatham Fund will generally not consider proposals for the following:

- |  |                                     |
|--|-------------------------------------|
| - Debt reduction   | - Capital campaigns or improvements |
| - Projects that will be completed prior to the grant award | - Endowment building                |
|  | - Monuments and memorials           |

### **Grant Evaluation Process**

All grant applicants are encouraged to review the grant guidelines. The Cape Cod Foundation's staff initially screens applications for eligibility and completeness. The Chatham Fund grant committee is comprised of knowledgeable community members who will evaluate eligible applications and forward grant recommendations to The Cape Cod Foundation's Board of Directors for final approval.

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 including specific impact on Chatham residents
- Thoughtful, practical workplan to achieve objectives and to measure and sustain the impact
- Community need or opportunity for the proposed work
- Financial health: a diverse and balanced funding strategy and the ability to leverage other resources

A meeting with The Cape Cod Foundation or The Chatham Fund is not required.

### **Reporting**

The Chatham Fund would like to be informed of its grantees' accomplishments and good work, along with the challenges they are facing. A brief report will be requested on or before September 2026. Extensions can be provided if more time is needed.

### **For More Information**

The Cape Cod Foundation offers several ways for you to learn more and have your questions answered.

1. You will find grant tutorials, guidelines and a 30 minute webinar available for viewing on our [website](#).
2. For short questions, 4 **Open Zoom Office Hours** have been scheduled. These are informal drop-in sessions where a member of Foundation staff will be available to answer questions to anyone who joins. They will take place from 1-2 on August 27, September 10, September 17 and September 24. Attendance is optional and has no bearing on grant review or decisions. You can register [here](#).
3. For first time applicants, or those who need more information, two (2) **Zoom Information Sessions** have been scheduled from 9:30 – 10:30 on August 20 and September 10. These are informal, optional presentations from Foundation staff on the grant process for town funds. You can also view a 30 - minute webinar in its entirety on our website. Attendance or non-attendance at an information session has no bearing on grant review or decisions. Register [here](#).
4. For general questions about how to apply and/or questions about the grants portal, contact [info@capecodfoundation.org](mailto:info@capecodfoundation.org). 508-790-3040. The contact person for this grant is Jeanne Ruckert Lovy, Director of Impact, [jlovvy@capecodfoundation.org](mailto:jlovvy@capecodfoundation.org).