



## The Harwich Fund 2025 Grant Program Guidelines

### Introduction

With a motto of "Harwich Helping Harwich," The Harwich Fund has built a growing community of donors working together to strengthen the critical framework that supports the Harwich community.

The goal of The Harwich Fund is to provide grants for initiatives tackling a wide range of challenges and opportunities facing the Harwich community. While the initial focus of the Fund has been on supporting health and human services for youth, families, and seniors, grantmaking from the Fund will also address the town's historic, cultural, and environmental needs. Applicant organizations can be located outside of the Town of Harwich, but projects and programs must specifically support Harwich residents.

### Overview

The Harwich Fund will consider a wide range of proposals. The Fund is particularly interested in proposals that provide a creative and informed response to unmet community needs. Proposals should solve a challenge facing the Harwich community across a wide range of fields, including human services, health, education, arts and culture, community development, and the environment.

While not a requirement, the Fund is keen to support smaller/grassroots Harwich-focused or Harwich-based organizations and encourages proposals from organizations of that nature. The Harwich Fund prefers to support a specific activity/event, project, or essential purchase such as equipment or technology.

With limited dollars, The Harwich Fund prefers to fund projects with a specific outcome - where our grants can really move the needle and make a positive impact in the Harwich community.

Grants from The Harwich Fund are generally \$1,000 - \$2,500.

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 Fund for Harwich.

A meeting with the Program Officer is not required.

### Deadline

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

### **Timeline**

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

### **Types of Organizations That May Apply**

- 501(c)(3) public charities.
- Organizations serving a charitable purpose have a fiscal sponsor that is a 501(c)(3) public charity.
- Faith-based organizations. We will consider proposals if: (1) services benefit all, regardless of Religion, (2) services provided are not religious in nature; and (3) there is no proselytizing associated with the service.
- Civic organizations. Proposals must be project-based and of a charitable nature; the organization must have a fiscal sponsor that is a 501(c)(3) nonprofit organization.

### **Limitations**

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

- Debt reduction
- Projects that will be completed prior to the grant award.
- Capital campaigns or improvements.
- 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 Harwich 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.

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

### **Reporting**

The Harwich 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 in September 2026 or earlier though if you need more time, you can request an extension. The report can be a copy of something you are already preparing or a simple bullet-point document including financials. All reports must be completed before applying for subsequent grants from The Harwich Fund. Please reach out to The Cape Cod Foundation with any questions.

### **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. Attendance is optional and has no bearing on grant review or decisions. Dates and Registration [here](#).
3. For first time applicants, or those who need more information, two (2) **Zoom Information Sessions** have been scheduled. 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. Dates and registration [here](#).

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).