2026 Community Grants – Proposal Guidelines

Our grant awards are for charitable projects, programs, initiatives, and/or focused capital projects that directly impact the health and well-being of individuals in Central and MetroWest Massachusetts. Our fall grants will range in size between $5,000 and $40,000, depending on alignment with our focus areas and scope of the non-profit program.

The deadline to apply is Friday, October 9, 2026, by 12:00 pm Noon. We encourage meetings with new applicants at least 30 days before submitting a request and will not accommodate last-minute meeting requests within the weeks before our deadline.

Applications must align with at least one of our current Granting Focus Areas:

1. Strengthening mental health or behavioral health services and programs for children, adolescents, and young adults (ages 0-22) including traditional and non-traditional supports, counseling, social-emotional learning, suicide prevention, grief support, and other modes.
2. Helping individuals of all ages reach recovery from substance use disorder (including opioids, alcohol and other substances).
3. Addressing the workforce shortage and encouraging the pursuit of career paths in mental health, behavioral health, and recovery coaching.
4. Programs and initiatives to reduce stigma around mental health and substance use disorder.

Overlaid on the above Granting Focus Areas is the Foundation's interest in reducing public health disparities caused by societal inequities and systems of oppression. As such, we will take under consideration the way programs serve traditionally underfunded or vulnerable communities, or seek to address inequities in access to care, outcomes, or care delivery.

Your organization must be a non-profit, tax-exempt 501(c)3 organization based in our service area* to be eligible for a grant. Organizations without tax-exempt status may apply through an established non-profit, tax-exempt organization that agrees to provide fiscal oversight.

We do not fund: sponsorships, field trips, pageants, sports teams, PTA/PTO requests, public entities, for-profit businesses, or requests that support a single individual.

** Please refer to the service area map on Page 3*

2025 Proposal Guidelines

Proposals that conform to all guidelines are typically considered within seven (7) weeks after the proposal submission deadline. Please consider emailing your proposal early so that we have ample time to review it.

1. Prepare a one-page cover letter that includes the complete name of your organization, a summary of your request and the specific grant amount you are requesting. This letter should be signed by the Executive Director or President of your organization.

2. Please provide contact information, including a phone number and email address, for the individual who should be notified of our committee's decision, especially if different from the individual who signs your letter of request.

3. Your written proposal should be no fewer than one (1) and no more than four (4) typed pages, and should include the following information and answer the following questions:

    a. State the name of the project, program or initiative. What public health-related needs or challenges does this effort address in our service area?

    b. How does your request relate to Reliant Foundation's current granting focus areas? *(see page 1)* Specifically state which of our four focus area(s) you are addressing.

    c. Explain how the grant funds will be used.

    d. How many individuals or families do you hope to reach through your efforts? What is the age group and demographic of those you intend to serve?

    e. Offer some brief information about your typical constituents, the geographic communities you are supporting, and any collaborative partners involved with your proposal.

    f. If you have volunteers assisting you with this project, program or initiative, please include an estimate of the number of volunteer hours being donated.

    g. What are the projected goals or outcomes of this effort? Please list at least two measurable goals or outcomes.

    h. How will you measure your success?

    i. Explain how this project, program, service, or initiative might sustain itself in future years if it receives funding.

4. Please include the following items with your cover letter and proposal (web links accepted):

    a. One (1) page budget for your stated project or program

    b. List of your current Board of Directors

    c. Copy of your official 501(c)3 letter

    d. Copy of your most recent audited financial statement

    e. Copy of your most recent annual report (a web link is sufficient if it is online)

    f. List of any previous grants your organization has received from Reliant Foundation in the last five (5) years. Please list the grant amounts and years received.

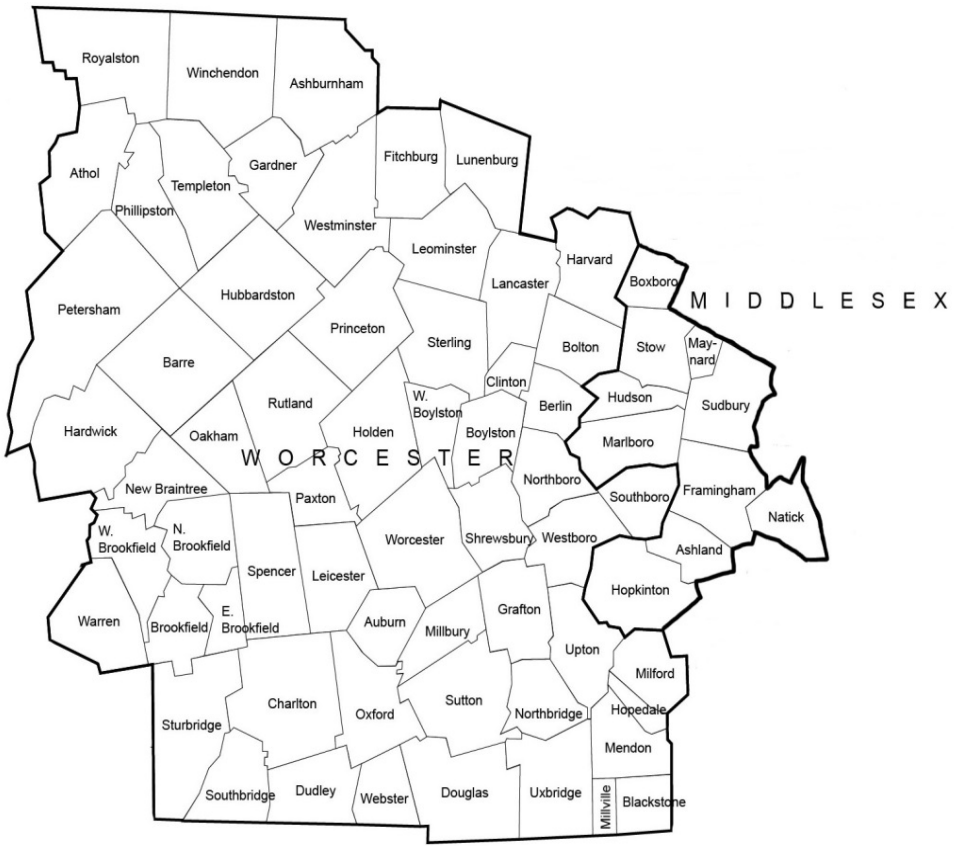
5. **Email <u>electronic copies</u>** of your completed cover letter and proposal as PDF's to **foundation@reliantfoundation.org** addressed to our President as listed below.

   In the subject line, please state **"Grant Proposal"** followed by the name of your organization.

   Kelsa Zereski, President
   Reliant Foundation, Inc.
   311 Main St, Suite 202
   Worcester, MA 01608

Late or incomplete submissions will not be considered. Notice of the Charitable Grants Committee's decision is typically made in writing within seven (7) weeks of our stated deadline.

If awarded a grant, a brief report giving updates and initial outcomes within six (6) months of the grant date is required to qualify for future funding. You may find more information on the report that is required on our website (www.reliantfoundation.org) under the Grants section.

Please note: Applications that do not conform to the guidelines listed above are not likely to be considered. See the following service area map to determine if your charity is eligible to apply.

RELIANT FOUNDATION SERVICE AREA MAP