Avison Fund Committee (AFC) – Friends Meeting at Cambridge (FMC)
Request for Proposals -- Fund Cycle 2017

BACKGOUND:
The Kathryn and Charles Avison-Miriam Avison Charitable Fund at the Boston Foundation (tBf) was established through the estate of a long time FMC attender. As stated in the estate: "The mission of this fund is to help improve the lives of children: helping them to grow into productive, caring yet savvy human beings." The Donor gave FMC the opportunity to act as an advisor to tBf and discern who will receive grants each year that funds are distributed. The donor also stipulated that up to twenty percent of each year's disbursements may go to a Quaker organization. (The donor's complete statement is available on request.)

Grant Application Materials:
Please use the Associated Grant Makers (AGM) Common Grant Proposal form to apply for a grant from AFC/FMC.

- Please also look at the instruction form available on the AGM website.

The following **three sections** are **required**: **Cover Sheet, Proposal Summary Form, and Full Proposal Narrative Form.** We will return any proposals with missing pieces or that do not stay within the format guidelines.

In addition, your proposal must include:

- The most recent official financial statement of your organization.
- A full and clear budget for how the organization expects to spend the grant funds (You may use the Common Proposal Form's Budget Template -excel format)

Please submit Grant Applications as follows:

- By email to: AVISONFUNDAPPS@gmail.com
  - Please include your organization's name in the subject heading

GRANT PROPOSAL DEADLINE: *JANUARY 5, 2017* @ 5 pm EST.

- Proposals will be reviewed between January and April.
- Announcement of grant recipients will happen no later than early May 2015, with grants dispersed no later than early June.
- Please include the postal address to which a grant check can be mailed and to whom it should be made out, should AFC choose to fund your project.

GRANT AMOUNT REQUEST GUIDELINE – up to $10,000

BASIC CRITERIA
ALL Grant proposals must meet the following initial criteria to be considered:

- ☐ Grants can been given only to or through 501(c)3 (i.e., non-profit) organizations.
- ☐ Grants must be signed and submitted by a staff member of the organization.
  - To avoid the appearance of any conflict of interest, any organization with employees, board members, or other volunteers affiliated with FMC must be signed and submitted by staff or other officers of the organization who are not affiliated with FMC.
- ☐ The Project for which the organization is seeking funds must have measurable benefits for children (18 and under).
- ☐ The funds must be **requested** for a one-time specific project of an existing organization (not for the star- up of a new organization or for general operating funds) and **planned to be** spent within a year of when funds are dispersed.
- ☐ The grant may not fund salaries or fees of members of FMC.

Decisions about whether and organization meets the above criteria and thus qualifies for consideration rests with the members of AFC and within its processes of discernment.

Any questions, please email*:*

Polly Attwood (polly.attwood@gmail.com) or Lance Drane (ldrane@comcast.net)
(co-clerks, Avison Fund Committee, Friends Meeting @ Cambridge)

WE LOOK FORWARD TO RECEIVING YOUR PROPOSAL!!