THE WOMEN'S LEAGUE OF WESTPORT

2026 - 2027 GRANT APPLICATION

2026 - 2027 Grant Application Deadline: November 30, 2026

BEFORE YOU BEGIN…

The Women's League of Westport. is a nonprofit, philanthropic organization of women committed to building community through volunteerism, social activities and fundraising for charities.

We focus our giving in three categories: *1) Quality Education, 2) Good Health and Well-Being, 3) Supporting Women*. Being a Westport, CT based nonprofit group, we prioritize our giving to nonprofit organizations serving Westport and surrounding towns and cities in a 10-mile radius (including Bridgeport and Norwalk). This is a change from previous years when we invited applications from across Fairfield County. We have found that there is significant need within this smaller area and are now focusing our limited funding there.

- **What are the three priority funding areas?**
  We believe our three priority funding areas are key to achieving a better and more sustainable community. They are interconnected and address some of the challenges faced locally. Since 1956, the League has given grants to local nonprofit organizations that fit into one or more of these categories that are close to our heart and align with our mission of *building community*.
  1. **Quality Education**: Ensure inclusive and equitable quality education and promote lifelong learning opportunities that will build a foundation for improving lives.
  2. **Good Health and Well-Being**: Ensure healthy lives, uphold quality of life impacts, and promote well-being. Both alleviating hunger and improving nutrition fall into this category.
  3. **Supporting Women**: Ensure that underserved women who are striving to improve their lives, and those of their families, have the support and resources required to do so.

- **How much money does the League have to give?**
  The League holds annual fundraisers to fund our grants. The amount available for our grants program varies based on the performance of our fundraisers and will not be finalized until later in the year. In 2023 we redesigned our program to have a larger and more measurable impact in our community by awarding a larger sum of money to fewer winners.

- **After the grant application is submitted, what is next?**
  As our Grants Committee, Board of Directors and Membership work through the applications, we may contact you in the new year to ask you follow-up questions. We will make our final decisions on the awards in April 2027. You will be notified by June 2027 about any decision made on your application. If the League funds your project, grant monies will be allocated no later than end June 2027.

GRANT APPLICATION SUBMISSION INSTRUCTIONS

- **Where to submit:** Email your application and appendix attachments to: **grants@womensleagueofwestport.com** and **cogrants@womensleagueofwestport.com**
- **Deadline**: This application must be received no later than ***November 30, 2026*.**
- **Application**: Please complete the application **in its entirety** and ensure that information provided is **accurate** and **up to date** - including **contact information**. Please keep answers as **concise** as possible. If you would like to add additional information/longer descriptions, please submit them as part of the appendix.
- **Appendices**: Please pay attention to the documents requested in the appendix, including the detailed project budget.
- **Questions:** Please email our Grants Director (grants@womensleagueofwestport.com) with any questions you may have about the application process.

While we cannot award grants to all our extremely worthy applicants every year, please know that the League appreciates you and thanks you for all that your organization does for our community!

SECTION 1: ORGANIZATION OVERVIEW

Organization Name:			
Application Contact Name(s)	**Title**	**Phone**	**Email**
Full Legal Name of Organization:			**Year Established:**
If your grant is approved, to whom should the grant check be made payable? (If different from full legal name.):			
Street Address:			
Mailing Address (if different from street address):			
Website:			**Phone**
Number of Full-Time Staff		**Number of Board Members**	
Number of Part-Time Staff		**Number of Volunteers**	
Current Fiscal Year Operating Budget:		**Fiscal Year Start** (MM/DD)	
Is your organization a 501(C)(3) tax-exempt nonprofit organization?		• Yes	• No
If YES, provide Employer Identification number (EIN):			
If NO, provide Fiscal Sponsor Information:			
Fiscal Sponsor's name	EIN	Fiscal Sponsor's Address	
Organization Mission Statement:			
Brief Organization Description (1 paragraph):			

Population Served (Please describe the communities and individuals your organization serves, including geographic areas, demographic characteristics, and the approximate number of individuals served annually.):

Top Five Sources of Operating Revenue:		
Source	Dollar Amount	% Of Annual Operating Budget
1.		
2.		
3.		
4.		
5.		

Government Funding Received (list & select all that apply)

Title	Prior Fiscal Year	Current Fiscal Year	Municipal	Federal	State

Please describe your organization's previous relationship with the Women's League of Westport? List past community service, sponsorship, fundraising collaboration (e.g., CraftWestport, Minute Man Race), League General Meeting guest speaker, grant(s) received, etc. Please include dates.

If you received a previous grant from the Women's League of Westport (or the Westport Young Woman's League as we were previously known), list what year(s), amount(s) and detail how that grant was spent, and whether the grant achieved the desired outcome or goal of the project.

Year	Amount	Project	Notes

Does your organization currently have any member(s) of the Women's League of Westport on the Board, a frequent volunteer, or an employee? If YES, please list their name(s) and describe their role(s) in your organization.

Social Media:

Platform	Handle	Number of followers	Platform	Handle	Number of followers
Instagram			Facebook		

TikTok			X		

SECTION 2: GRANT PROPOSAL

Name of project for which you are seeking funding:

Primary funding category:

• Quality Education	• Good Health & Well-Being	• Supporting Women

Requested Grant Amount: *Note: the submission of a detailed line item budget as an appendix is a requirement*

• $10,000	• $5,000	• OTHER AMOUNT: $_____

Total project budget:

Project location (if no primary location then geographic area served): *Note: should be within 10 miles of Westport*

Westport	Norwalk	Bridgeport	Other area: _____

Grant proposal summary (1 short paragraph only please, you may attach more details or a detailed project outline as an optional appendix):

Community Need: Please describe the unmet community need this project addresses and why it is important (one sentence):

Approx. number of individuals expected to be impacted by this project:

Primary goals/objectives: What specific outcomes do you expect to achieve through this project? (1-5 bullet points)

How will the success of the project be measured? (1-5 bullet points)

Please describe the project <u>timeline</u> (approximate start and end dates of main activities):

If your grant request is funded (partially or fully) by the League, will your organization be <u>ready to spend</u> the grant on the anticipated project/program <u>within a year of receipt</u> of funding (May/June 2027)? YES/ NO. If no, please explain.

What is the expected <u>duration of project investment (longevity)</u>:

Project Team: Have you identified the individuals/contractors that would be responsible for implementing this project? If so, please describe their roles and explain how their experience/qualifications position them to successfully carry out this project.
If the League were only able to <u>partially fund</u> your grant request, will you be able to proceed with your project? (Yes/No) If yes, please explain how the project would be funded (other secure or anticipated funding sources) and whether its scope or impact would change if only partial funding is awarded.
If your grant request is funded (partially or fully) by the Women's League of Westport, what opportunities would your organization have to <u>acknowledge or publicize</u> the League's support? *(Examples may include social media posts, newsletters, annual reports, website recognition, signage, press releases, or other public acknowledgements. This information helps the League raise awareness of its community impact and supports our fundraising efforts so we can continue providing grants to local nonprofit organizations.)*
Optional final question: Why should the League fund this project ahead of other applications? (max 200 words)

Submitted By Name & Title (Please print)	**Signature**	**Date**

APPENDIX

Please provide the following materials with your application

FINANCES

- Most recent **annual report for your organization,** including financial statement (audited if available)
- The **organization budget** for current fiscal year, including income and expenses
- The detailed **budget for the specific project** or program for which you are applying, including all anticipated expenses.
    - Within the project budget please be clear which expenses you would like this grant from the League to cover.
    - Clearly identify any salaries that may be included.
    - Clearly identify any overhead or administrative charges.
    - Include other additional sources of funding, pending or already committed to the project.

List of Trustees/ Board Members and Officers (link to webpage with this information is acceptable)

Copy of your (or your Sponsor's) Current IRS Determination Letter Indicating Tax- Exempt 501(C)(3) Status

If you have received a grant from us in the last 3 years:

- The **final budget vs. actual expenditure** for any project/program the League funded
- A narrative report on the outcome of the project (at least a paragraph)
- Photos from the project (if available)
- A copy of any public acknowledgements of the award (screenshots acceptable)

ADDITIONAL SUPPORTING DOCUMENTS (OPTIONAL)

This might include:

- A cover letter
- Detailed project document/flyer
- Project timeline/project plan
- Project team roles and responsibilities
- Photos from previous, similar project undertaken by the organisation