

THE WESTPORT YOUNG WOMAN'S LEAGUE INC.

2024 - 2025 GRANT APPLICATION



WYWL 2024 - 2025 Grant Application Deadline: **November 30, 2024**

BEFORE YOU BEGIN...

WYWL Mission Statement: The Westport Young Woman's League, Inc. is a nonprofit, philanthropic organization of women committed to building community through volunteerism, social activities and fundraising for charities in lower Fairfield County.

The Westport Young Woman's League (WYWL) has organizational goals that focus our giving to three funding 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 in Westport and surrounding towns and cities (Fairfield County).

- **What are the three organizational goals?**

The three organizational goals are a blueprint to achieve a better and more sustainable community. They are interconnected and address a few of the challenges faced locally. Since 1956, the WYWL has given grants to local nonprofit organizations that fit into one or more of these funding categories as they 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

- **If we have received a Grant in the recent past, can we reapply?**

Yes, if your organization needs funding, then we encourage you to apply!

- **How much money does WYWL have to give?**

The WYWL 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's 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. You will be notified before June 2025 about any decision made on your application. If the WYWL funds your project, Grant monies will be allocated no later than end June 2025.

GRANT APPLICATION SUBMISSION INSTRUCTIONS

- Email your application and appendix attachments to: grants@wywl.com and cogrants@wywl.com
- Please remember that this application must be received no later than **November 30, 2024**.
- It is important that this application is **filled out in its entirety** and that the information provided is **concise, accurate** and **up to date**.
- Applicants need to provide **accurate grant proposal contact information** to be considered for a WYWL Grant.
- Please email our WYWL Grants Director (grants@wywl.com) with any questions you may have about the Grants process.

The WYWL appreciates you and thanks you for all that your organization does for our community.

2024-2025 WYWL GRANT APPLICATION

ORGANIZATION NAME

GRANT PROPOSAL CONTACT NAME(S)	TITLE	PHONE	EMAIL

FULL LEGAL NAME OF ORGANIZATION	YEAR EST.	EXECUTIVE DIRECTOR'S NAME

ADDRESS

WEBSITE	PHONE

SOCIAL MEDIA (e.g., Facebook, Instagram, TikTok, X, YouTube)

TOTAL # OF FULL TIME STAFF		TOTAL # OF BOARD MEMBERS	
TOTAL # OF PART TIME STAFF		TOTAL # OF VOLUNTEERS	
TOTAL ORG. BUDGET (Current Fiscal year)		Fiscal Year Start (MM/DD)	

501 (C) (3) ? YES/NO (Circle Yes or 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

BRIEF OVERVIEW OF POPULATION SERVED (including number of people served per year)

GRANT/PROJECT NAME

PROJECTED GEOGRAPHIC AREA SERVED

ESTIMATED TOTAL PROJECT BUDGET

REQUESTED GRANT AMOUNT. PLEASE NOTE THE WYWL RESERVES THE RIGHT TO ALLOCATE DIFFERENT AMOUNTS.

• \$10,000	• \$5,000	• \$2,500	• OTHER AMOUNT: \$_____
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If the WYWL were only able to partially fund your grant request, will you be able to proceed with your project with support from other sources? YES/ NO?

If the above answer is NO: Will you be able to proceed with your project at all; perhaps with a smaller impact?

If your grant request is funded (partially or fully) by the WYWL, will your organization be ready to spend the grant on the anticipated project/program within a year of receipt of funding? YES/ NO

If your grant request is funded (partially or fully) by the WYWL, what opportunities to acknowledge or otherwise mention WYWL's support of your organization's project will be provided?

SUBMITTED BY NAME & TITLE (Please print)	SIGNATURE	DATE

GRANT PROPOSAL SCOPE

STATEMENT OF NEED

GRANT PROPOSAL SUMMARY

BACKGROUND OF NEED

APPROX. NUMBER OF INDIVIDUALS IMPACTED

PROJECT GOALS & OBJECTIVES

DURATION OF PROJECT IMPACT

ESTIMATED PROJECT TIMELINE

TASKS	START	END	DAYS	STATUS

PROJECT TIMELINE SUMMARY (IF APPLICABLE)

PROJECT SUPPORT TEAM

NAME	ROLE	RESPONSIBILITIES

PROJECTED ITEMIZED BUDGET

ITEM DESCRIPTION	JUSTIFICATION	COST	QUANTITY	TOTAL

TOTAL

DETAILED ORGANIZATION INFORMATION

ORGANIZATION'S CURRENT PROGRAMS/ ACTIVITIES (including any service statistics, strengths, and/or accomplishments)

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TOP FIVE INCOME SOURCES

SOURCE	DOLLAR AMOUNT	% OF ANNUAL OPERATING BUDGET
1.		
2.		
3.		
4.		
5.		

ORGANIZATION'S FUNDRAISING EVENTS

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GOVERNMENT FUNDING (list & select all that apply)

Title	Prior Fiscal Year	Current Fiscal Year	Municipal	Federal	State

What is your relationship with the WYWL? List past community service, sponsorship, fundraising collaboration (e.g., CraftWestport, Minute Man Race), WYWL General Meeting guest speaker, grant(s) received, etc. Please include dates.

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If you received a Grant in the past, list what year(s) and detail how that Grant was spent, when the grant was spent, and whether the grant achieved the desired outcome or goal of the project.

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

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APPENDIX

PLEASE PROVIDE THE FOLLOWING MATERIALS WITH APPLICATION

FINANCES

1. Most recent audited (if available) annual report including financial statement and showing actual expenses
2. The organization budget for current fiscal year, including income and expenses
3. The budget for the specific project or program for which you are applying, with all anticipated expenses detailed and prioritized. Include other additional sources of funding, pending or already committed to the project
4. The final budget vs. actual accounting for any project or program which WYWL funded in the past 24 months

COMPLETE LIST OF TRUSTEES/ BOARD MEMBERS AND OFFICERS

COPY OF YOUR (OR YOUR SPONSOR'S) CURRENT IRS DETERMINATION LETTER INDICATING TAX- EXEMPT 501(C)(3) STATUS

ADDITIONAL SUPPORTING PROJECT DOCUMENTS (OPTIONAL)