



NEW HAMPSHIRE CHARITABLE FOUNDATION

UP TO THE PROMISE

INSTRUCTIONS FOR APPLYING TO THE NEIL AND LOUISE TILLOTSON FUND Large and Local Grants Programs 2023

Geographic Area Served

The Neil and Louise Tillotson Fund focuses its grantmaking and work in Coös County, NH and communities in New Hampshire, Maine and Vermont and the MRC De Coaticook in Québec, Canada that share a border with Coös County. Programs, projects or agencies that operate beyond these borders, provided they offer clear benefit to the people and landscapes of Coös County, may also be eligible for funding.

General Eligibility

Organizations recognized as tax-exempt by the IRS or CRA are eligible, including US nonprofit organizations with 501(c)(3) status, Canadian organizations with qualified donee status, tax-exempt public agencies, schools and municipalities. Other community groups and organizations which do not have US or Canadian tax-exempt status may apply for funding if a 501(c)(3) organization, municipality or public agency acts as their fiscal sponsor.

Grant Types and Amounts

The Neil and Louise Tillotson Fund supports: unrestricted and operating expenses, specific projects and initiatives; leadership development and organizational capacity building; planning, evaluation, and technical assistance; and capital expenses.

There are two grant programs and processes:

- [Local Grants Program](#) – requests up to a total of \$20,000. Multi-year requests are accepted, but most proposals are one year in length.
- [Large Grants Program](#) – requests between \$20,001 and \$300,000. Multi-year grants (up to approximately \$100,000 a year for three years).

Community Investment Framework

The Neil and Louise Tillotson Fund's Grant Program focuses on supporting community-identified and community-driven strategies and solutions.

The framework of the Tillotson Fund:

- Individual and Family Well-being – supporting individuals and families to meet their essential needs and achieve well-being;
- Healthy Workforce Ecosystems – strengthen the capacity of local employers to maintain and/or grow operations, build and retain a dynamic workforce, stimulate innovation and entrepreneurship, ensure business continuity and plan for the future;

- Environmental Stewardship – address the impacts of climate change by investing in climate mitigation and adaptation strategies, responsible stewardship of natural resources and efforts that foster the human connection to the natural environment;
- Resilient Communities – support initiatives and activities that build trust, belonging and connection and lead to stronger, more resilient communities.

Capital Needs Criteria

The Neil and Louise Tillotson Fund has a preference for capital projects that request middle or last dollars. Successful applicants will demonstrate:

- A well-developed building/renovation plan which includes a financial plan for capital expenses as well as ongoing operations and maintenance;
- A diverse mix of financial support for the capital project and ongoing operations;
- A broad base of community support; and
- A committed staff and/or board of directors with the capacity to implement the plan.

How to Apply

The Neil and Louise Tillotson Fund generally makes no more than one grant at a time to any organization and prefers to review no more than one proposal at a time from any agency. If you submit a request that is not funded, you may reapply again during the next grant cycle. All application materials can be submitted in English or French.

Local Grants Program (requests up to \$20,000)

All applications must be submitted via our online grant portal [GrantSource](#). The following four questions plus a budget. There are no word count limits, but 300 words or less are encouraged.

- **Mission/Purpose Statement:** Please briefly state in one or two sentences the mission/purpose of your organization.
- **Organizational Impact:** What has been your organization’s impact on its community or constituents in recent years?
- **Description (choose one, Tillotson staff can assist you in making a decision):**
FOR OPERATING SUPPORT: How will the grant help your organization build organizational capacity and advance your goals and strategies?
FOR PROJECT-BASED SUPPORT: Please describe your project including a narrative description, intended outcomes, community partners that might be involved, and any other information that might be helpful.
- **Additional Information:** Is there anything else you would like to share.
- **Budget:** For project-based requests, please upload your project budget. For operating support requests, the operating budgets available on the organization’s profile will be reviewed.

For applications up to \$20,000 the process is as follows:

1. Grant Source portal opens January 4th or June 1st.
2. Proposals are submitted using the online platform [GrantSource](#) by the January 18th or July 19th deadline.
3. The Neil and Louise Tillotson Fund Local Grants Committee approves or declines applications based on the Community Investment Framework and criteria of the Fund.

4. The Neil and Louise Tillotson Fund Advisory Committee approves grant recommendations at regularly scheduled meetings in mid-March or September.
5. Applicants are notified of decisions no later than the end of March or September.

Large Grants Program (requests between \$20,001 and \$300,000)

All applications must be submitted via our online grant portal [GrantSource](#). The following four questions plus a budget. There are no word count limits.

- **Mission/Purpose Statement:** Please briefly state in one or two sentences the mission/purpose of your organization.
- **Organizational Impact:** What has been your organization's impact on its community or constituents in recent years?
- **Description (choose one, Tillotson staff can assist you in making a decision):**
FOR OPERATING SUPPORT: How will the grant help your organization build organizational capacity and advance your goals and strategies? or
FOR PROJECT-BASED SUPPORT: Please describe your project including a narrative description, intended outcomes, community partners that might be involved, and any other information that might be helpful.
- **Additional Information:** Is there anything else you would like to share.
- **Budget:** For project-based requests, please upload your project budget. For operating support requests, the operating budgets available on the organization's profile will be reviewed.

For applications of \$20,001 and up to \$300,000 (\$100,000 annually) the process is as follows:

1. [Grant Source](#) portal opens January 4th.
2. Applicants schedule a conversation to discuss their project idea with Tillotson Fund staff. To schedule a zoom meeting with Jean Clarke click [here](#).
3. If the project or goals of the organization align with the Tillotson Fund's Community Investment Framework, geography and criteria, applicants are invited to apply to the Large Grants program.
4. Proposals are submitted using the online platform [GrantSource](#) by mid-Feb or mid-July.
5. Tillotson Fund grant reviewers contact organization's staff to discuss the project or goals of the organization in depth. The reviewers may also contact knowledgeable people in the community to further their understanding of the proposal, organization, and field.
6. The Neil and Louise Tillotson Fund Advisory Committee approves grant recommendations at regularly scheduled meetings in mid-March or September.
7. Applicants are notified of decisions no later than the end of March or September.

For more information

Please contact staff of the Neil and Louise Tillotson Fund at the New Hampshire Charitable Foundation with any questions or to discuss a proposal request. Contact Jean Clarke at 603-225-6641 x238 or jean.clarke@nhcf.org; Phoebe Backler at 603-225-6641 x247 or phoebe.backler@nhcf.org; Sonya Salanti at 603-225-6641 x242 or sonya.salanti@nhcf.org.