



## The Fay Slover Fund at The Boston Foundation Application Guidelines

The Fay Slover Fund has been established at The Boston Foundation to support start-up or program grants to organizations or programs within existing organizations with a mission to increase access to art in underserved communities. The Art Connection's Expansion Committee serves as the fund advisor.

We have seen the following models achieve their goal of increasing access to art in their communities:

- Independent nonprofit organizations, grown from the ground up
- Programs within existing community arts organizations
- Programs within colleges/universities
- Collaborative efforts

The Art Connection invites you to explore our website [www.theartconnection.org](http://www.theartconnection.org), familiarize yourself with our expansion materials, and to submit a proposal for your project following these new guidelines closely.

### Eligibility of Recipients

- Organizations or programs working to create, sustain, or grow an art donation program
- Have a board of directors and a 501(c) (3) status\*
- Located anywhere outside of the Greater Boston Area

### NEW Fay Slover Fund Guidelines

- Applications are reviewed twice annually
- Deadlines for submission are March 1 and Oct 31
- The funding period is for 12 months
- Grantees may reapply annually
- Applicants not funded must wait a year before reapplying
- Funding should be used for core program activities, which could include staffing, technical assistance, or capacity building
- Awards to expansion sites will be granted for amounts of up to \$25,000 in a given year
- From 2016 forward, the total funding cap per applicant will be \$75,000 (for instance, three years of funding at \$25,000 or smaller grants for a longer period)
- **Awards will be based on demonstrated need and percentage of overall budget size**

### Fay Slover Fund Grant Priorities

Funding amounts will be awarded based on key indicators of success:

- A demonstrated ability to acquire significant support from sources other than the Fay Slover Fund at The Boston Foundation
- Sustainability beyond our funding period
- Previous grantees who have demonstrated progress appropriate to the amount of funding they have received in past years

- Previous grantees who have demonstrated decreasing reliance on FSF funding, as evidenced by grant representing a smaller percentage of budget and/or requesting less than the largest grant size

#### Fay Slover Fund Recipient Requirements

- Completion of reports in required format at 6 and 12 months, including updates on actual financials (according to provided program budget form)
- Acknowledgment of The Art Connection and The Fay Slover Fund at The Boston Foundation on project-related web and print materials

#### Application Requirements

- Cover Letter- one page description of your proposed project and how funding would be used, signed by your board chair or executive director
- Application Form (provided), outlining key statistics
- Proposal Narrative- up to three pages describing:
  - Program history, and, if relevant (relationship to governing organization)
  - Description of core activities and associated goals and objectives
  - Explanation of how program addresses your community's needs
  - Timeline (shown quarterly) demonstrating progress towards aforementioned goals
  - Plans for evaluation and measurement(s) of success
  - Description of how the program will be sustained beyond the funding period
  - Budget narrative describing how funds will be used
- Financial Statements
  - Financial review or audit for most recent fiscal year
  - Expansion program budget (please use template provided), including a list of current and potential funding sources, amounts and status (committed, pending, or anticipated)
- Attachments including:
  - Proof of 501 (c) (3) tax-exempt status (IRS determination letter, if available)\*
  - List of board of directors and officers, including contact information and affiliation
  - Staff or project leader(s), position descriptions
  - Optional: Letter(s) of support

Submit your completed application for support from The Fay Slover Fund at The Boston Foundation to Program Manager Chanel Thervil at [cthervil@theartconnection.org](mailto:cthervil@theartconnection.org). All forms necessary to apply are available on our website at <http://www.theartconnection.org/expansion/>

All submissions must be combined into a single PDF and e-mailed by midnight of deadline date. If you have any questions or concerns, please do not hesitate to contact Chanel via e-mail or by phone at 617-338-7668.

*\*If your status is pending, please include a fiscal agency agreement.  
International agencies should provide an equivalent proof of NGO status.*