

Windsor Locks Community Fund
Request for Proposals
June 2025

The Windsor Locks Community Fund is pleased to announce a competitive grant opportunity offering a total of up to **\$5,000** for one or more nonprofits proposing projects to benefit the residents of Windsor Locks.

Beginning June 1, 2025, the Windsor Locks Community Fund is accepting proposals on a **rolling basis until September 30, 2025**. Grants will be given between **\$250 and \$5,000** to eligible 501(c)3 organizations for a **single, deliverable project** that provides a benefit to the Windsor Locks community.

All interested applicants must complete the application here:
<http://www.hfpg.org/windsorlockscf>

I. Background:

In 2019, the [Hartford Foundation for Public Giving](http://www.hfpg.org) established the Greater Together Community Funds in each of the 29 towns it serves, including Windsor Locks, with an initial investment of \$100,000. In 2021, the Foundation awarded an additional \$50,000 to each of the community funds. In January, as part of the Hartford Foundation for Public Giving's Centennial year in 2025 and the Fifth anniversary of the Greater Together Community Fund program, the Foundation has recently unveiled a new \$100,000 investment in each of its 29 town-specific Community Funds. This includes \$50,000 immediately available for grantmaking and \$50,000 allocated to endowment.

The list of current members from Windsor Locks is available at <http://www.hfpg.org/windsorlockscf>, along with a list of previous grant awards.

II. Eligibility

Organizations eligible to receive grants through the GTCF grantmaking process include:

- Nonprofits within the Foundation's funding area with a 501(c)3 designation as a public charity or fiscally sponsored by a nonprofit with a 501(c)3 designation.
- Municipalities and religious organizations seeking support for non-religious purposes that align with the Foundation's basic [eligibility requirements](#).

Groups of town residents may prepare an application in partnership with a registered nonprofit that has agreed to serve as a fiscal agent for the proposed project. Nonprofits do not need to be based in Windsor Locks. Town of Windsor Locks may also serve as a fiscal agent for applicants. If

a group of town residents has an idea for a project and needs help identifying a fiscal agent, please email the Advisory Committee at windsorlocks@hfpgcommunityfunds.org.

Individuals and for profit businesses are not eligible to apply. Civic organizations that do not have a 501c3 IRS designation are not eligible to apply.

III. Proposal Requirements:

A grant from the Windsor Locks Community Fund must benefit residents of Windsor Locks. Project proposals must demonstrate the opportunity for all town residents to benefit without discrimination based on race, religion, or any other protected class. Projects do not necessarily need to benefit every town resident if the proposal can demonstrate why it addresses a need for a portion of the town's population and does not discriminate among residents who share that need.

Applicants will be asked to:

- Describe why this project is needed.
- Describe the expected benefit, both who will benefit and for how long.
- Describe the mission of the organization and how this grant will support their mission and the community.
- Describe why the applicant is well suited to implement this project.
- Provide an itemized budget.

IV. Criteria for Consideration:

- The number of town residents expected to be impacted by the project
- The sustainability of the project (for how long will the project benefit/impact town residents?)
- Likelihood of success. Does the nonprofit or the individuals involved have a good plan for how to implement the project? Do they have experience or knowledge that makes success likely?
- Does the cost seem reasonable for the expected impact or benefit? *Grant requests can not exceed the maximum amount available (\$5,000) nor can they be for less than \$250.*

V. Additional Information

Proposals should complete all required questions of the application. Applications are accepted on a rolling basis **until September 30, 2025.**

Expected grant start dates: The Advisory Committee needs sufficient time to review all applications received, perform any due diligence, such as site visits, and submit

recommendations to the Hartford Foundation. This may take from 1-3 months from the grant application deadline, depending on the time required to review proposals.