

LITTLE HARBOUR CHARITABLE FOUNDATION (LHCF)

GRANTS

Little Harbour Charitable Foundation (LHCF) provides grants for programs and projects that will make a discernible difference in the lives of children, youth and their families. Our goal is to support special programs within a non-profit's mission that will make a difference in their regular delivery of services. Grants are awarded on a competitive basis in response to applications from established community organizations.

TYPICAL GRANT RANGE: \$5,000-10,000.

Special projects outside of this range are considered at the discretion of LHCF Grant Committee.

GUIDELINES

1. **LETTER OF INQUIRY:** All grants from LHCF begin with a Letter of Inquiry to include:
 - a. Name and brief description of the organization.
 - b. Non-profit status
 - c. Brief description of the project
 - d. Amount of the request
 - e. Statement of need and how your organization can fulfill this need

This initial proposal will be reviewed by the grant committee and responded to within two weeks. Preference will be given to organizations that support children, youth and their families in the NH Seacoast Area. If the committee determines that your project is a good fit for our goals and funding priorities, we will request a more complete proposal.

2. **FORMAL GRANT CRITERIA:**
 - a. 501(c)3 status or affiliation with an existing qualified agency.
 - b. Registered non-profit with the State in which they are domiciled.
 - c. Annual operating budget sufficient to carry out the objectives of the application.
 - d. An active board of directors willing to contribute time and resources to the success of the proposed program.
 - e. Commitment to provide written evaluation of the difference the program made in the lives of the recipients.

EXCLUSIONS:

1. General operating support
2. Fixed budget items, including agency staff time and salaries
3. Religious organizations
4. Trips & Tours
5. Endowments
6. Political organizations

EXPECTATIONS

- Grants are monitored through audited reports and on-site visits to substantiate the results of the funding.
- Final Report will be due upon completion of the program or project including actual project expenses.
- Beneficiaries are invited to share with sponsors the difference the grant made in their community during the Annual Sponsor Party in June.

Letter of Inquiry

Potential grants always start with a letter of inquiry (not to exceed two pages). We are looking for programs over and above the operation of the organization, projects that will make a difference in the lives of children and youth in the Seacoast Area.

Letters of Inquiry should be emailed to:

Deb Anthony: <mailto:mdebjanthony@gmail.com>

Mike Baillargeon: <mailto:mdbail@comcast.net>

What to include

- A brief description of the organization
- A synopsis of the program to be proposed
- A clear statement of the objectives and measureable outcomes
- A statement of how the program advances Foundation Strategies
- An estimate of the range of proposed funding and where other funding may be coming from
- A statement of how the program will be sustained following the grant period
- Contact name and information, including e-mail address of the project manager for further communication

Invited Proposal

After reviewing a Letter of Inquiry, the Foundation will contact the submitting organization with a decision as to whether a full proposal will be invited along with a Grant Application and Agreement.