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**COVID Mini Grants**

**Mini-Grant Grant Opportunity**The impact of the COVID 19 pandemic on operations and programming for non-profit organizations is significant. CFGNB will provide mini grants of up to $2,000 to help organizations make modifications, purchases, changes or improvements that support operations or program delivery because of the pandemic. These grants are not for operational support. The first round of grant decisions will be will be made by mid-February for applications received by January 31, 2021.

**Types of Grants we will Consider**Examples of the requests we will consider are below; you may have ideas of your own:

* Technology costs (i.e. hardware, software, increased internet capacity, online meeting or communications platforms, licenses or other) that help your organization to work remotely, re-open safely and/or deliver services;
* Technical support or training to help re-design your program for online delivery or configure how to work remotely;
* Marketing, communications or fundraising support needed for projects above and beyond normal operations at your organization because of COVID 19;
* Professional services to help with financial scenario planning;
* Social media assistance or funding produce a video for fundraising, marketing, programming or other organizational purposes;
* Modifications to physical space or PPE needed to provide services safely and ensure the safety of staff and volunteers;
* Equipment or supports needed to shift to an online platform, virtual venue or some other “new normal” mode of conducting business within your physical and/or virtual venue.

**Eligibility**Eligible applicants must provide a significant amount of services in Berlin, New Britain, Plainville or Southington.

If you request PPE, you must be able to demonstrate that it is not readily available from other sources.

Grants that will be considered in Febuary 2021 are due in our office by January 31, 2021. You may email your application and project budget to [jwruck@cfgnb.org](mailto:jwruck@cfgnb.org). Grant decisions will be made by mid-October. We will not consider grants for general operating support.

**How to Apply**Please contact Joeline Wruck at 860.229.6018 x 307 or [jwruck@cfgnb.org](mailto:jwruck@cfgnb.org) if you have any questions or wish to discuss your application before submitting. To apply, please submit the following brief application:

**Organization:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Executive Director:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Telephone:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Email:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Size of annual operating budget:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Current Board Chairperson name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**If your organization is outside of service area, what percentage of those you serve are from Berlin, New Britain, Plainville and Southington? \_\_\_\_\_**

**Amount Requested:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Please tell how you will use the funding. Include a specific time line and activities associated with the project.**
2. **What are your expected outcomes and how will you verify success?**
3. **Please attach a line item project budget. If the project cost is more than $2,000, please indicate how the balance will be funded.**
4. **If you are planning on working with a consultant, have a scope of work developed by the consultant and submit it with your proposal.**

***We will expect a brief report on the use of funds and would appreciate a slide show or video regarding impact***

***Please submit this application to Joeline Wruck at*** [***jwruck@cfgnb.org***](mailto:jwruck@cfgnb.org)