

**Mary and Henry Flynt Grant and Fund for Williamstown Grant
2025 Application Instructions
Deadline for receipt of applications: October 3, 2025**

Grant Guidelines

The **Fund for Williamstown** and **Mary and Henry Flynt** grants, administered by the Williamstown Community Chest, invite applications for a competitive grant opportunity for projects that fortify, enliven, and expand opportunities open to all Williamstown residents.

Applications must be submitted by October 3, 2025 for consideration in the current cycle. \$64,800 is available for distribution. Historically, the average grant award is \$3,000; 28 grants were awarded in 2024, ranging from \$500 to \$4,000.

Funded projects are required to demonstrate how they will help maintain or improve the quality of life of the residents of Williamstown, defined broadly. Preference is given to time-limited projects or one-time needs. Recipients are expected to provide incremental and final updates regarding the use of funds and project status.

Eligibility

Nonprofits and community organizations, including Town entities, serving the residents of Williamstown are eligible to apply. **For-profit or commercial entities are not eligible.**

Williamstown Community Chest does not support organizations which, in their by-laws, constitution, or practice discriminate against a person or group on the basis of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law.

Review Criteria

Applications will be reviewed competitively by the Special Grants committee of the Williamstown Community Chest. Decisions will be based on where grants can have the most impact and leverage. Final approval of grant recommendations is the responsibility of the Williamstown Community Chest board of directors. Selections will be based on the criteria stated below:

Community Impact: What is the potential impact of the project? What needs does it address? How does it engage the community?

Diversity, Equity, Inclusion, and Accessibility: Does the project serve marginalized, underserved, and under-resourced populations, including communities of color, low income, geographically isolated, LGBTQIA+, individuals with disabilities, refugees, and/or immigrants?

Caliber: Is the proposal well-conceived? Is it innovative and/or creative? Does it involve individuals or organizations with relevant experience? Is it cost effective?

Feasibility: Can the applicant demonstrate the capacity to initiate and successfully complete the project? Is there evidence of planning for the future? Will there be appropriate staff members and volunteers involved? Is there evidence of financial resiliency?

Application process and timeline

Applicants must submit all required materials by October 3, 2025.

Complete and submit the application on-line* at
<https://williamstowncommunitychest.org/portfolio-posts/flynt-grant-fund-for-williamstown/>

OR

Complete the application found on pages 3 - 5 of this document. Provide the information requested on page 3 and answer all questions on pages 4 and 5, using additional pages as necessary. Email the completed application to info@WilliamstownCommunityChest.org (include "grant application" in the subject line),

or

mail to Williamstown Community Chest

Attention: Special Grants

PO Box 204

Williamstown, MA 01267

Mailed applications must be received by October 3, 2025.

Questions regarding the process or information requested in the application may be directed to the Williamstown Community Chest, 413-458-2443 or
info@WilliamstownCommunityChest.org

The recommendations of the Special Grants committee will be reviewed and voted on by the Williamstown Community Chest board of directors at its November meeting. Decisions will be available to all applicants immediately following this meeting.

Grants will be disbursed on or about December 15, 2025. It is expected that funded projects will be completed by December 31, 2026 and final reports are due at that time.

For more information and to find a link to the application, please visit:

<https://williamstowncommunitychest.org/portfolio-posts/flynt-grant-fund-for-williamstown/>

***Public computer access is available** at the Milne Public Library, which is open

Monday: 10:00 a.m. - 5:30 p.m., **Tuesday - Thursday:** 10:00 a.m. - 8:00 p.m.,

Friday: 10:00 a.m. - 5:30 p.m., **Saturday:** 10:00 a.m. - 4:00 p.m.

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2025 Application**

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Provide all information requested on this page and answer all questions on the following page, and email the complete application to info@WilliamstownCommunityChest.org (indicate "grant application" in subject line), or print and mail to Williamstown Community Chest

Attention: Special Grants committee

PO Box 204

Williamstown, MA 01267

Choose one:

- The applicant is a 501(c)(3) organization.
- The applicant has an agreement with a fiscal sponsor.
Name of fiscal sponsor: _____
- Neither of the above. Briefly describe the applicant's organizational structure:

Non-Discrimination

I certify that the practices of this organization conform to the policy of non-discrimination as follows:

- No person is excluded from the organization's programs or benefits because of race, color, religion, gender, national origin, ancestry, age, medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law.
- There is no discrimination on the basis of race, color, religion, gender, national origin, ancestry, age medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law with regard to hiring, assignment, promotion, or other condition of staff employment.
- There is no discrimination on the basis of race, color, religion, gender, national origin, ancestry, age medical condition, disability, veteran status, marital status, sexual orientation, or any other characteristic protected by law on the organization's governing body.

Signature of representative of applicant

Date

Print name and title

Name of organization:

Name and title of contact person:

Mailing address:

Telephone: email address:

Website address:

Name of project for which funding is requested:

Amount requested: \$_____

Has the organization received a Fund for Williamstown grant, Flynt grant, or other grant funding from the Williamstown Community Chest within the past 5 years?

- YES. List program funded, amount, and year. Williamstown Community Chest member agencies need not list annual allocations.
- NO

1. Describe the project for which funding is requested, including how the need for the project was determined.
2. How will the project maintain or improve the quality of life of residents in Williamstown, defined broadly?
3. What is the expected timeline for implementing the project?
4. Provide the expected budget for the project, detailing both income and expenses, using this (or similar) format:

Projected income

<u>funding sources</u>	<u>amount</u>	<u>are funds requested or committed?</u>
this grant program	\$	requested
	\$	
	\$	
total income	\$	

Projected expenses

<u>expense item</u>	<u>amount</u>	<u>amount from this grant program</u>
	\$	\$
	\$	\$
	\$	\$
total expenses	\$	\$

5. What will be the effect on this project if funding is less than requested? What will be the effect if another possible source of funding is reduced or eliminated?
6. How is the applicant addressing diversity, equity, inclusion, and access in its work?
7. How will the project's effectiveness be evaluated and/or measured? Provide specific examples, if possible.

Include any additional information you feel will assist the Special Grants committee in reviewing the request.

Please note: response length is not limited to the space provided here