



# 2021 Grant Cycle

Dear Applicant,

Thank you for your interest in The Lenny Zakim Fund. Please take the time to read through this document before you begin your application. It contains important and helpful information regarding our grant making guidelines, requirements, and procedures.

All application materials can be found at <http://lzf.fluidreview.com>

Non-profit organizations based in Massachusetts that have an IRS 501c3 status or a documented fiscal agent that has 501c3 status are welcome to submit a proposal. We strongly encourage you attend the an informational session or watch a recording prior to applying.

Proposals are due by **11:59pm EDT on September 1st, 2020 in the online system.**

**NO faxes, emailed copies or in person deliveries will be accepted.**

The following table describes the materials that are required of the Full Proposal.

## Document

Cover Page

Narrative

Board of Directors List

Proof of 501c3 or Fiscal Agent

Financials

- Current FY Board-Approved Budget (\$350K limit)
- Profit & Loss Statements (Current FY YTD & Full Year)
- Funders List

## Grant Information & Guidelines

### **Full Proposals Due:**

September 1st @ 11:59pm EDT

ALL information is required unless otherwise noted. **Applications that do not follow instructions will be deemed incomplete and rejected without review.** If you need any assistance or have any questions regarding our grant making process, please contact me or our Program and Office Administrator, Dominique Ramos.

Warmly,

Eric Esteves  
Executive Director

## Mission

Established in 1995 by Lenny Zakim to reflect his work and ideals, The Lenny Zakim Fund (LZF) works to develop deep relationships and build bridges among people and communities to advance social, economic, and racial justice. Our mission is to listen to those most impacted by inequity and provide the funding, essential resources, and support they need to create lasting change.

## Core Values

The work of the Lenny Zakim Fund is guided by the following principles:

- **Social Justice:** All that we do is based in our deeply held belief that social justice is equity and that the fundamental rights, well-being, and dignity of all people must be recognized, upheld, and celebrated.
- **Grassroots Leadership:** LZF is inspired by and respects the power and ability of those most impacted by injustice to bring about change.
- **Diversity and Belonging:** We embrace a culture of inclusion and belonging, one that seeks out and welcomes the voices of those with diverse life experiences and intersectional identities.
- **Learning:** We firmly believe that continuous, active, and reciprocal learning is critical to promoting awareness and creating a solid foundation for change.
- **Bridge Building:** We are committed to bridging real and perceived difference, and to creating strong and lasting relationships that are fundamental to progress.
- **Responsiveness:** Emerging challenges that impact those we serve require an acceptance of risk and an ability to adapt and respond as rapidly as possible.
- **Love:** Love is at the heart of philanthropy. Love and compassion motivate and sustain the spirit of those who partner with LZF and remain dedicated to justice for all.

## The Zakim Fund Community

LZF strengthens its grantees by providing a variety of learning opportunities and services that are usually unaffordable for smaller organizations. LZF supports grassroots organizations through:

- Unrestricted, multi-year general operating support grants
- Educational seminars and workshops
- Management assistance and coaching
- Pro bono legal services
- Open and ongoing relationships with grantees
- Comprehensive and responsive approach to meeting grantee needs
- Networking and referrals for grantees and donors
- Active and participatory donor and board engagement
- A culture of learning and teaching
- Site visits

## Funding Areas

The Lenny Zakim Fund's primary funding areas are:

- Child and Youth Development and Education
- Access to Food, Housing, and Economic Opportunity
- Health Promotion and Accessibility for All
- Organizing and Support for Immigrants and Refugees
- Violence Prevention, Criminal Justice Reform and Family Outreach
- LGBTQ Community Support and Organizing
- Civil and Human Rights Advocacy and Support

## Grant Sizes, Types, and Renewal

Grants typically range between \$1,000 and \$20,000. The Lenny Zakim Fund makes unrestricted grants for general operating support. Organizations that are new to the Fund are eligible to receive **up to five years** of funding (subject to a renewal process and approval). After five years, an organization is no longer eligible to receive funding from LZF. It is the hope of The Fund that organizations will leverage their LZF support to secure other funding when LZF support has ended.

LZF does not support conferences, sponsorships for fundraising events or other one-time events; one-time film, video, or print projects; requests from individuals; scholarships, research and development or planning grants; or, capital campaigns.

## LZF's Definition of a Grassroots Organization that is "Under the Radar"

Top priority is given to small, independent, grassroots organizations with limited ability to raise other funds. LZF seeks to partner with organizations whose leadership mirrors the communities they serve, while meeting critical needs. The Jewish principle of Tikunn Olam (repairing the world) is key to our values. While reviewing applications, the committee considers the following: budget size; availability and number of development staff or consultants; access to other foundation funding, especially large local, regional and national funders; consistent funding from stable sources; access to individual and major donors; affiliation with a major institutional agency or with a national association; the ability to leverage existing funds to generate new funding; and the amount and type of government funding in determining whether or not an organization meets this criteria. We strongly suggest you visit our list of [current grantees](#) for examples of the types of organizations we fund.

**In general, we will not fund organizations whose budgets exceed \$350,000.** For the 2020 annual grant cycle, the median budget size for grantees was \$206,000, while the average budget size was \$186,000. The average grant amount was \$11,200 (\$7,500 for new applicants and \$11,800 for renewal organizations). For 2021, we are prioritizing organizations led by people of color or that have people of color in at least 50% of leadership roles. Please contact us before you apply if your budget is nearing or exceeds \$350,000 to discuss your eligibility so that we can explore whether there may be a fit between The Lenny Zakim Fund and your organization.

## Geographic Restriction

The Lenny Zakim Fund almost exclusively supports programs in Eastern Massachusetts. If your organization serves outside of Eastern Massachusetts, please contact us prior to submitting a proposal.

## Community Organizing Initiatives

The Lenny Zakim Fund prioritizes and prefers to support community organizing efforts identified by a community driven process and making **local** impact. For those organizations seeking funds for community organizing efforts, such grants may be restricted to efforts toward implementing those local campaigns.

## Challenge Grants

Some awards may be designated as challenge grants. Organizations that receive a challenge grant must raise the amount of the challenge in new or increased gifts before LZF will distribute its grant.

- Organizations may request a challenge grant during their application process.
- If you are awarded a challenge grant, you will be notified and receive documentation in February 2021.
- Challenges may be met through new events, individual donors, or grants received in 2021.
- The Challenge Grant Invoice Form and other necessary documentation confirming that the challenge has been met must be received by The Lenny Zakim Fund by January 15, 2022 or earlier to receive the challenge grant funds.
- You will receive your challenge grant after LZF receives documentation that the challenge has been met.

## Grant Recipient Responsibilities

Each year The Fund hosts several events; including an Awards Ceremony, professional development seminars, technical assistance workshops, and public forums. **Grant recipients are required to participate in at least four workshops and/or events throughout the course of the grant year.**

In addition, grant recipients are expected to acknowledge The Lenny Zakim Fund's support on their web site and in their newsletters and promotional materials.

## Reporting

Finally, grant recipients must complete an evaluation of their previous grant in order to be eligible for renewal funding the following year. Evaluations will cover the time that the grant is awarded through the end of the calendar year. *Your grant notification letter will detail the reporting term and corresponding deadlines.*

## Grant Timeline

- **August 2020:** 2021 Grants Application Released
- **August 10, 2020:** Informational session at 11 AM EDT
- **August 20, 2020:** Informational session at 1 PM EDT
- **September 1, 2020:** Applications are due by 11:59 PM EDT
- **November 2020:** Notification of advancement to next round
- **November/December 2020:** Round 2 site visits, phone calls & meetings
- **February 2021:** Notification of final grant selection

To register for the informational sessions, please do so by [visiting our website](#).

## Contact Information

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