



2024 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: <https://thelennyzakimfund.org/grants-and-grantees/>

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 an informational session or watch a recording prior to applying.

Proposals are due by **11:59pm EDT on September 1st, 2023 in the online system.**

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

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

Document

- Cover Page and Organization Information
- Narrative
- Board of Directors List and Information
- Demographic Form
- Fiscal Sponsor Agreement (if applicable)
- Financials
 - Complete Budget and Actuals (\$350K limit)
 - 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 our Program Officer, Dominique Ramos.

Warmly,

Allison E. Picott
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.

Vision

We envision a more just and equitable world where communities thrive because of the contributions and leadership of grassroots organizations.

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
- LGBTQIA Community Support and Organizing
- Civil and Human Rights Advocacy and Support

Grant Sizes, Types, and Renewal

The Lenny Zakim Fund makes unrestricted grants for general operating support. Our maximum grant size is \$20,000, yet first year grants typically range between \$1,000 and \$10,000. Organizations that are new to The Fund are eligible to receive **up to five years** of funding (subject to a renewal process and approval). Grants are subject to grow throughout the five years. After five years, an organization is no longer eligible to receive funding from LZF. It is our hope of 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 Shared Definitions and Priorities

Top priority is given to small, independent, grassroots organizations with limited ability to raise other funds. LZF seeks to partner with nonprofit organizations whose leadership mirrors the communities they serve, while meeting critical needs. When we refer to executive leadership (such as directors) or board members as "of the community", we don't just mean sharing some identifiers of the population served but rather who are also locally connected to those the organization serves. The Jewish principle of Tikunn Olam (repairing the world) is key to our values. We prioritize organizations led by people of color or that have people of color in at least 50% of leadership roles. When looking at applications centering around community organizing, LZF prefers to support organizing efforts identified by a community-driven process and making **local** impact. 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 also greatly value organizations that are transparent about their Technical Assistance needs and capacity to attend LZF's Technical Assistance programs. We strongly suggest you visit our list of [current grantees](#) for examples of the types of organizations we fund.

By the Numbers

For the 2023 annual grant cycle, the average grant amount was \$9,294 for new grantees. The *median* budget size for new grantees was \$166,000, while the *average* budget size for new grantees was \$163,752. **In general, we will not fund organizations whose budgets exceed \$350,000.** 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.

Challenge Grants

During an organization's 5-year cycle with LZF, they will be awarded a Challenge Grant, on top of or in place of the annual grant. Organizations that receive a challenge grant must raise the amount of the challenge in new or increased gifts before LZF will distribute its challenge 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 2024.
- Challenge grants may be met through new events, individual donors, or grants received in 2024.
- 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 December 15, 2024 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 FIVE(5) WORKSHOPS AND/OR EVENTS THROUGHOUT THE COURSE OF THE GRANT YEAR, INCLUDING THE MANDATORY IN-PERSON ATTENDANCE AT OUR ANNUAL AWARDS CEREMONY (February) AND INSTITUTE (June).** Failure of the grant recipient to fully meet their responsibilities may be taken into consideration as part of the renewal grant funding process. 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 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

- **July 2023:** 2024 Grants Application Released
- **July 6, 2023:** Informational session at 10:30 AM EDT ([Register via Zoom](#))
- **August 1, 2023:** Informational session at 2:30 PM EDT ([Register via Zoom](#))
- **September 1, 2023:** Applications are due by 11:59 PM EDT
- **Late October 2023:** Notification of advancement to next round

- **October-through mid-December 2023:** Round 2 site visits, phone calls, and meetings
- **Early February 2024:** Notification of final grant selection
- **February 15, 2024:** Annual Awards Ceremony

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

Contact Information

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