

## Grant Guidelines

Liberty Bank Foundation was established in 1997 as an extension of Liberty Bank's commitment to the communities it has served since 1825. We invest in organizations that our neighbors depend on to build strong and vibrant communities.

### Our Mission

To improve the lives of our customers, teammates, and communities for generations to come.

### Geographic Area Served

The Liberty Bank Foundation supports organizations and programs that operate in [communities served by Liberty Bank](#).

### Funding Priorities

Our funding is focused on supporting low-to-moderate income individuals and families in the following priority areas:

**Education & Training:** Our Education & Training grants support K-12 programs aimed at improving academic performance and preparing students for college or careers after graduation. We also focus on Adult Workforce Development, funding programs that help unemployed or underemployed individuals secure stable, well-paying jobs. Additionally, we support small businesses, often through grants to Entrepreneurial Support Organizations (ESOs), recognizing their role in strengthening communities and local economies.

**Affordable Housing:** Connecticut still faces an affordable housing shortage, despite recent progress. Eligible programs for affordable housing grants include:

- Development of low/moderate-income housing, with or without supportive services
- Technical assistance for nonprofit affordable housing developers
- Education to build support for affordable and supportive housing
- Foreclosure prevention and homeowner counseling
- Homebuyer and landlord education for low/moderate-income individuals

**Food:** We provide a limited number of grants, typically \$5,000, for the primary food pantry or soup kitchen in each community. Our main effort to address food insecurity is through our [Liberty Bank Rotary Club Thanksgiving Drive](#).

### Eligibility for Grants

When reviewing grant applications, here's what we take into consideration:

- Number of people served
- The level of need of the people to be served.
- Measurable Impact. Will the program generate long-term change by preventing a potential problem from occurring, or only provide temporary relief? Will it create meaningful change in the community or for the individuals involved?

**The following types of organizations are eligible for grants from the foundation:**

- Nonprofit organizations recognized under Section 501(c)(3) of the Internal Revenue Code that are classified as public charities
- Municipal Agencies (where the project is solely for public purposes)

For the most part, we prefer to fund specific programs. On rare occasions, we may consider requests for capital projects or equipment. Reach out to Foundation staff if you have questions.

**Liberty Bank Foundation does not make grants to support the following:**

- |   |   |
|---|---|
| • Annual fundraisers or campaigns                                 | • Community or cultural festivals   |
| • Advocacy  | • Pilots, new initiatives, start-ups  |
| • Animal Causes   | • Private scholarships/tuition  |
| • Childcare/Daycare Agencies                                      | • Religious organizations, unless supporting non-sectarian broad based community issues |
| • Subsidies/Scholarships  | • Research and feasibility studies  |
| • Civic Organizations   | • Third parties fundraising for a charity   |
| • Consultants   | • Trips, tours or conferences   |
| • Debt reduction  | • Substance Abuse Prevention  |
| • Endowments  | • Lobbying  |
| • Fundraising activities (ex. golf tournaments, road races, etc.) |   |
| • Organizations serving limited/small number of individuals       |   |

Liberty Bank Foundation does not sponsor events or organizations. Our grants are awarded to support programming. Any sponsorship requests should be made to Liberty Bank.

We receive many requests and aim to give fair consideration to all. Support in one year does not guarantee future funding, and we can only accept one application per organization per year. For eligibility questions, please contact the Foundation.

### **Grant Size and Duration**

The minimum grant is \$5,000; most grants are between \$5,000 and \$10,000. Grants are made on a one-time basis.

## Applying for a Grant

The grant application is now available [online](#) for organizations that have previously **received** funding from Liberty Bank Foundation. **For organizations that have not previously received funding from Liberty Bank Foundation, a preliminary conversation is required prior to applying. Please contact [tmaher@liberty-bank.com](mailto:tmaher@liberty-bank.com) to schedule this discussion. Applications submitted without this brief preliminary discussion will not be considered.** This step helps ensure alignment and allows us to provide guidance before you apply. Grant requests are reviewed three times a year as scheduled below.

Application Deadline	Decision Timeframe
March 1	June
June 1	September
December 1	March

## Application Checklist

In order for us to consider your grant request, the following supporting information and documents must be uploaded with your grant application. To avoid a delay in considering your request, please check that all the documents below have been uploaded before clicking “submit.”

- ☐ A copy of the IRS determination documenting the 501(c)(3) public charity status of your organization
- ☐ A list of your board of directors or trustees, with their affiliations
- ☐ A complete budget for the project for which you are requesting funding (including both pending and secured income and expenses)
- ☐ The annual operating budget for your organization for the fiscal year in which the project will take place
- ☐ Most recent audited financial statements, with management letter. If you don’t have audited statements, we will need a statement of financial position, statement of activities, and cash flow statement.
- ☐ A copy of your most recent Form 990 return (include all pages).

If any of the above documents are unavailable or inapplicable, please upload a document telling us the reason why you are unable to provide it. You can do the same if you don’t have the appropriate document now but plan to submit it later; in that case, please let us know the date by which you expect to email it. *Please note that our system will not accept your grant request unless every document has been uploaded.* **Note: Applicants who have received a grant from our foundation in the past and have not yet submitted a final report are required to do so before being considered for future grants.**

## Contact Information

**Toral Maher**  
Executive Director  
[tmaher@liberty-bank.com](mailto:tmaher@liberty-bank.com)