

**Lend A Hand Society  
Camperships  
Grant Proposal Submission Guidelines**

**Geographic Focus**

In general grants are made to organizations whose main offices are located in the Greater Boston area of Massachusetts serving children in the Greater Boston area. The organization may operate camps outside of Boston.

**Type of Support**

Grants are made to non-profit organizations for camp scholarships for low-income children and teens.

**Application Deadlines**

Proposals must be submitted by April 1st. Proposals may be submitted once every 12 months.

**Grant Range**

The average grant range is from \$500 to \$3,000.

**How to Apply**

All applicants must include:

1. A cover letter describing the amount and purpose of the grant being requested.
2. A proposal narrative describing the project or program to be funded.
3. As Exhibits:
  - a. A copy of the IRS Determination Letter under Section 501 c (3).
  - b. Personal resume of the principal administrator of the project or program.
  - c. A program and agency budget
  - d. A list of other sources of support for the project or program.
  - e. Current list of board members
  - f. Audited financial statements for the most recent year.

A grantee is expected to provide a report on the use of funds at the end of the grant period. Grant reports should include names and ages of scholarship recipients. Grant reports may be submitted along with new requests for funds. Reports should clearly state the goals and objectives of the project and the progress made toward achieving these goals and objectives.

**Contact Information**

Proposal submissions should be directed to:

Nancy Cooper  
Executive Director  
Lend A Hand Society  
89 South Street, Suite 203  
Boston, MA 02111