



## Falmouth Walk 2026 Grant Application Guidelines

Thank you for your interest in being a recipient of funds from the 2026 Falmouth Walk. We are accepting proposals for 2026 beginning September 22, 2025. Completed applications must be received no later than midnight on November 14, 2025. We cannot consider late or incomplete applications.

**Proposals are evaluated based on the following scoring criteria (0-20 points) and a final review by the officers of the organization:**

1. Merit of the organization and project, and consistency with the Falmouth Walk's mission to support local charities: 0-8 points
2. Quality of Evaluation Plan: 0-4 points
3. Quality of the Proposal; adherence with these guidelines: 0-4 points
4. Proportion of amount requested to total budgeted expenses for the organization or project, as applicable (0-2 points):
  - a. <20%: 0 points
  - b. 20-89%: 1 point
  - c. > 90%: 2 points
5. Report of the evaluation of the 2024 grant or the last grant received within the past 5 years: 0-2points. Include: an objective assessment of the results of the project in relation to the objectives. Note: 1 point is awarded if we have not funded your organization in the last 5 years.
  - a. Did not submit an evaluation for last grant received: 0 points
  - b. Submitted an evaluation; funds not utilized, or objective not fully met: 1 point
  - c. Submitted an evaluation and met objectives: 2 points

**Please review our FAQs and the Checklist page before submitting your application.**

**Step 1 Create and gather each section of your application.**

*Section 1*

*Cover Page(s)*

- Please include the following information on the first page of your proposal:

Contact Name

Email

Organization

Mailing Address (including zip)

Web URL

Tax Exempt ID

Holder of Tax Exempt ID #

- If your organization has received funding from the Falmouth Walk in the past five years, tell us how the funds were used.
- Provide a summary of your proposal including the requested grant amount. Funding is dependent on the success of the Walk. Project may be partially funded. (150 word max)

*Section 2 Proposal*

Include your full proposal. Limit the proposal to two pages no smaller than 12 font, single spaced and one-inch margins. Be sure to include how the project will be evaluated and measurable objectives.

*Section 3 Financials*

Include the following financial documents:

- A budget of anticipated income and expenditures for the current fiscal year for the organization **and** for the project, if applicable. Request for support of operating expenses would not have a separate project budget.
- Attach your 2024 Annual Report, if available

*Section 4 Tax Exempt Documentation*

If your organization has been certified as tax exempt under Section 501(c)3 of the Internal Revenue Code, include a copy of your letter from the Internal Revenue Service verifying that status.

If your organization is not tax-exempt, you must have a fiscal sponsor.

Attach:

- The letter from the IRS to the fiscal sponsor verifying their 501(c)3 status; and
- The agreement between your organization and your fiscal sponsor; and
- A letter from the fiscal sponsor to the Falmouth Walk agreeing to accept the funds and assure that the funds will be utilized legally and for the purposes specified in the application. The letter should specify their administrative fee, if any.

## **Step 2 Combine your documents into a single PDF**

1. Combine in the following order:
  - a. Section 1
  - b. Section 2
  - c. Section 3
  - d. Section 4
  - e. Any other relevant documents
2. When you save your PDF, make sure the document title includes your organization's name. Preferred format:  
**Insert Your Organization's Name**\_Falmouth Walk 2026 Application
3. Free programs exist on the web to merge your documents into a single PDF, such as [ilovepdf.com](https://ilovepdf.com) or a similar site.

## **Step 3 Submit your application**

1. Send the single PDF application via email.
2. Indicate Grant Application as the subject.
3. Send to: [falmouthwalk@falmouthwalk.org](mailto:falmouthwalk@falmouthwalk.org)
4. Confirm you receive an acknowledgement of the receipt of your email.

## **Notification of Applicants**

All applicants will be notified of the Falmouth Walk Committee's decision to fund or not fund no later than March 2026.