

Digital Equity Initiative 2025

Essex County Community Foundation, Inc.

Project Request Summary

Project Name*

Character Limit: 250

Project Impact Focus*

Please specify your project's impact focus areas. We encourage projects that are a combination of focus areas as we strengthen the digital equity ecosystem.

Access (to the internet)

Collaboration (partnerships)

Devices (distribution of laptops and other mobile devices, less focused on outfitting spaces with desktops)

Literacy (cohort classes, instruction, 1:1)

Choices

Access

Collaboration

Devices

Literacy

Geographic Area Served*

What specific Essex County communities will primarily be served by the proposed program/work? We are looking for where the majority of the impact will take place. Please keep that in mind when responding and check all that apply.

Choices

All of Essex County

Amesbury

Andover

Beverly

Boxford

Byfield

Danvers

Essex

Georgetown

Gloucester

Groveland

Hamilton

Haverhill

Ipswich

Lawrence

Lynn
Lynnfield
Manchester
Marblehead
Merrimack
Methuen
Middleton
Nahant
Newbury
Newburyport
North Andover
Peabody
Rockport
Rowley
Salem
Salisbury
Saugus
Swampscott
Topsfield
Wenham
W. Newbury

Brief Description of Funding Request*

High level, 1-2 sentence description that summarizes the request.

Character Limit: 500

Total Project Budget*

It is encouraged for you to seek varying sources of funding for this project. However, if your total project cost is the same amount as your total request, please enter that amount.

Character Limit: 20

Amount Requested*

This amount is not to exceed \$50,000. If you have been awarded a digital equity award in the past, please cap your request to \$25,000.

Character Limit: 20

Organization Information

Tax Status*

Please note the tax status of the lead applicant. Lead applicant is defined as the project lead considering that there would be partners to the project.

Choices

Nonprofit 501(c)(3)
State or local agency

Community Organization

Nonprofit Employer Identification Number (EIN)*

If the lead application is not a 501(c)3, and this grant would be made to another organization on your behalf, please enter that organization's Employer Identification Number (EIN). If you are a state or local agency, type "N/A."

Character Limit: 9

Fiscal Sponsor Agreement

If the lead applicant is not a 501(c)3, and this grant would be made to another organization on its behalf, please upload a Memorandum of Understanding with the Fiscal Sponsor.

File Size Limit: 1 MB

Lead Applicant Contact Information*

Please enter the key contact for this proposal. Include name, title, email, and daytime phone number. This will be the contact for all grant reporting and required quarterly check-ins.

Character Limit: 250

Year Founded*

What year was the lead applicant's organization founded?

Character Limit: 4

Mission Statement*

Lead Applicant

Character Limit: 2500

Organizational Core Offerings*

Please list the lead applicant's core program offerings which are relevant to this proposal and provide a sentence description of each program. Feel free to provide this information in bullet form.

Character Limit: 5000

Proposal Narrative

- All grant applications are evaluated by a team of community volunteer reviewers with guidance by and support from ECCF. As our reviewers come from all different backgrounds and have different levels of experience with nonprofit grant review, proposals should be written for a lay audience.
- Character counts allow for space, but are not intended to convey any obligation or value assigned to length of response.

- You are welcome to use bullets in your responses.

Population Served and Need*

Describe the primary audience and define the need to serve this population and how your solution meets this need and fits into the digital equity ecosystem. Please reference [this page](#) for more information about the digital equity ecosystem to understand how your project fits in.

Character Limit: 2500

Detailed Project Description*

Please describe in detail what you will accomplish through this project. Be specific about activities that will take place, any programs to be offered and their frequency, and what is needed to make this project successful.

Character Limit: 5000

Key Partners*

Who are the key partners for this project and what relationships do you already have established that will support your project's success? Is there a partner in mind you would consider working with if a relationship were to be established?

Character Limit: 2500

Partners Agreement*

Please upload a [partners agreement](#). You may choose to use this partners agreement template or provide your own version of an agreement or show of faith on the project on behalf of partners. Uploaded copies of emails are accepted.

File Size Limit: 1 MB

Project Management*

Who are the key project team members and what related experience do they bring to the project? Who may take on the project if there were an unexpected change in key team members?

Character Limit: 1000

Equity and Inclusion*

How does your organization practice using a lens of equity and inclusion internally (Board & Staff) and externally (Community Served & Stakeholders)?

Character Limit: 2500

Work Plan*

Share your work plan. What are the steps you need to take after being awarded funding through the completion of your project? Please aim to create benchmarks following the grant's quarterly reporting cycle: Winter 2026, Spring 2026, Summer, 2026, Fall 2026.

Character Limit: 2500

Total Reach*

Please include the total number of people you intend to reach and serve.

Character Limit: 10

Impact and Assessment*

How will you know you are successful? What changes will you encounter? What metrics will you use?

Character Limit: 1000

Supporting Documents

Project Budget*

Please use this [budget template](#). A 10% administrative allowance is allowed.

File Size Limit: 2 MB

Budget Narrative

If it is useful, please feel free to provide additional budget detail in narrative form here.

Character Limit: 1000

Profit and Loss Statement*

Please upload a copy of the lead applicant's profit and loss statement for the most recently completed fiscal year.

File Size Limit: 2 MB

Form 990*

Please upload a copy of the lead applicant's most recently filed 990.

File Size Limit: 4 MB