

A large, leafy green tree stands on the left side of a grassy field. The sky is bright blue with a few white clouds. The overall scene is peaceful and natural.

July 17, 2025

RFP Overview and Q&A Session

Strengthening Newcomer, Immigrant, and Refugee Families

THE LINDEN FOUNDATION

WELCOME!

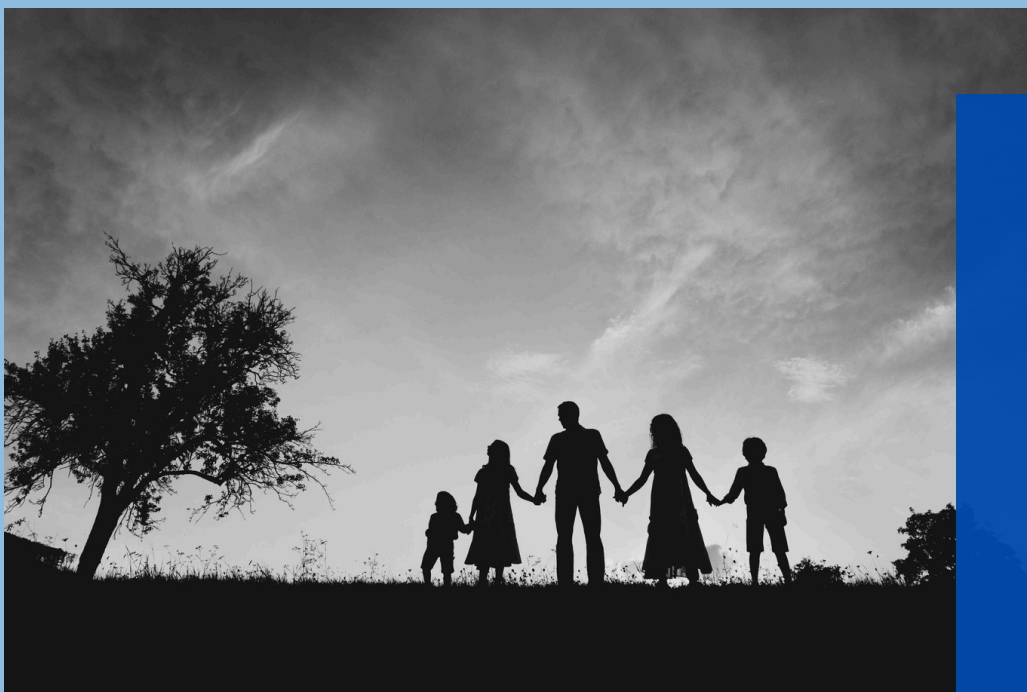
We're glad you're here to learn more about the 2025
Strengthening Newcomer, Refugee, and Immigrant Families RFP

Welcome and Introduction (*Chaletta Huertas, GMA*)

RFP Overview (*Chaletta Huertas, GMA*)

Q & A (*Chaletta Huertas, GMA and Linden Foundation
Directors*)





THE LINDEN FOUNDATION

The Linden Foundation envisions families weathering the storms of life, nurturing and supporting each other while facing challenges. Toward that vision, the Foundation funds nonprofit organizations that strengthen families facing multiple hardships that affect their well-being.

[LEARN MORE](#)

www.lindenfoundation.org

STRENGTHENING NEWCOMER, IMMIGRANT, AND REFUGEE FAMILIES

As an extension of its mission and guidelines, the Linden Foundation aims to further its work by launching this special initiative to:

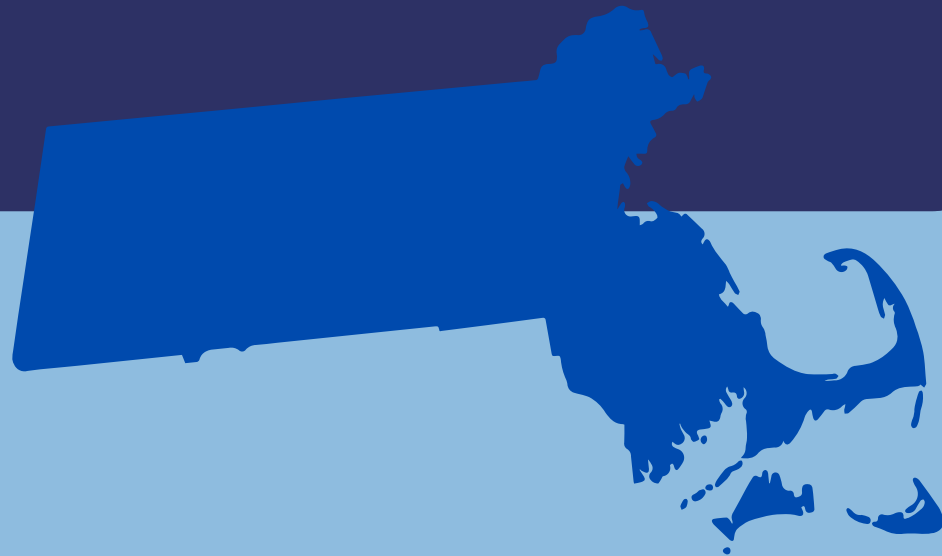
- 1 Support newcomer, refugee, and immigrant families in accessing **essential resources, economic stability, and socio-cultural integration**
- 2 **Sustain** and **strengthen nonprofits' capacity** to support these families



Eligibility & Geographic Focus

MASSACHUSETTS

- 📍 the North Shore area, especially Gloucester, Lynn, and Salem
- 📍 the Merrimack Valley area, especially Haverhill, Methuen, Lawrence and Lowell



NEW HAMPSHIRE

- 📍 the Capital Region
- 📍 Greater Manchester area
- 📍 the Lakes Region



Funding Commitment

HOW LONG ARE THE GRANT COMMITTMENTS?

Selected organizations
will receive funding for
up to three years

WHAT IS THE SIZE OF THE GRANT AWARDS?

Average grant size will
range from \$50,000 to
\$100,000 per year

Grant size may vary over
the grant period

ARE THERE BUDGET RESTRICTIONS?

Up to 30% of the TOTAL
requested grant amount
may be used for general
operating expenses (e.g.
salaries, rent/utilities,
administrative fees, etc.)

APPLICATION TIMELINE

**RFP
Announced
June 15th**

**Info
Session
July 17th**

**Letters of
Intent DUE
July 30th**

**LOI Decisions
Announced
September
15th**

**Full Proposals
Due
October 15th**

**Grant Awards
Announced
December 2025**

Please note: we expect awards to be disbursed in December 2025 or early January 2026

Letters of Inquiry (LOIs)

Letters of Inquiry may focus on one or more of the following key areas of supporting newcomer, refugee, and immigrant families, but are not limited to them.

1

WORKFORCE OPPORTUNITIES

such as ESOL classes, workforce training, job placement, translation services, work authorizations, and other socio-economic supports

2

FAMILY SUPPORT PROGRAMS

such as case management, health screenings, therapeutic counseling, educating parents about their role in child's education, and other cultural integration supports

3

EMERGENCY FINANCIAL ASSISTANCE

to ensure families and children have access to essential needs and supplies (e.g. temporary accommodations, food access, clothing, diapers, hygiene items, and transportation)

How To Apply

STEP 1

ACCESS THE ONLINE PORTAL

Use the access
code **LF2025** to
unlock the LOI
submission form

STEP 2

PREPARE YOUR LETTER OF INTENT

Complete each section!
(Organizational Information,
Project Information, and
Anticipated Project Budget)

STEP 3

SUBMIT BY THE DEADLINE

Complete your LOI
by **July 30, 2025**

LOI Questions

Organizational Information

Is your organization a registered 501(c)(3)?*

- ☐ Yes
- ☐ No

If you answered "No" to the above question, please give the name of your fiscal sponsor and its EIN.

Organizational Description*

Please describe when the organization was founded, how it has evolved, current vision/mission, target population, milestones, major programs, etc.

750 characters left of 750

Organizational Budget*

\$

LOI Questions

▼ Project Information

Project Name*

Please indicate the name/title of the proposed project.

Project Description*

Please summarize the project you are requesting support for, including a description of need. Please also clearly describe the project's its target population and how the proposed work will support newcomer, refugee, and immigrant families

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Project Distinction*

Please describe the stage of proposed work, clearly indicating whether it is a new project or a continuation of existing efforts and/or programs and services.

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LOI Questions

Major Activities and Timeline*

What are the key activities of your proposed project and their estimated timetable/schedule?

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Goals and Outcomes*

Please describe the proposed project's short-term and long-term goals and outcomes. Clearly define what "success" looks like and quantify your indicators of progress. Progress indicators may be processes or outputs (e.g. number of people served) and track outcomes or results (e.g. impact on people served; percentage of people retained).

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Collaborative Partners*

Please identify any key existing or potential community partnerships (e.g. partnerships with government leaders, public systems, and/or other community organizations) and briefly explain how they will contribute to the success of the proposed project.

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▼ Anticipated Project Budget

Please respond to the following project budget questions as accurately as possible. We recognize that project budgets will likely be drafts or estimates. Therefore, please complete the following questions to the best of your ability, with the knowledge that a final budget will be requested with a full proposal, if invited.

Total Project Budget*

What is the total project budget over the entire length of the grant period (e.g. \$100,000 over 3 years)?

Total Request Amount*

What is the total request amount over the entire length of the grant period (e.g. \$60,000 over 3 years)? We understand that the total project budget may be the entire amount requested from the Linden Foundation

Request Amount for Year 1 Only*

What is the request amount for the first year only (e.g. \$30,000 for year 1)?

Request Amount for Year 2 Only

What is the request amount for the second year only, if applicable (e.g. \$20,000 for year 2)?

Request Amount for Year 3 Only

What is the request amount for the third year only, if applicable (e.g. \$10,000 for year 3)?

Budget Narrative for Year 1*

Please provide a draft of the major line items and how much each will cost for year 1 only. For example, project staff - \$15,000, staff training - \$ 5,000, program supplies - \$3,000, evaluation expenses - \$3,000. Again, we understand that the numbers are drafts/estimates, so complete this section to the best of your ability.

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Question & Answer Session

WITH LINDEN STAFF & DIRECTORS



HAVE MORE QUESTIONS? **CONTACT**



for questions about the RFP or The Linden Foundation:

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