



## Request for Proposals

### 2021 Transportation Justice Subgrants

Transportation for Massachusetts (T4MA) is seeking proposals to advance work at the intersection of transportation access and social justice. This opportunity is available to groups organizing and advocating to improve walking, cycling, and public transportation to help reverse racial and economic inequities in Massachusetts. T4MA strongly encourages applications from organizations led by and/or in support of People of Color and underrepresented, under-resourced communities who will engage people most impacted by transportation issues in their community.

Applications can include organizational capacity-building for transportation-focused initiatives, advocacy, community engagement, programming, and/or other activities. Applicants seeking funds to provide direct services are not a good fit for this grant opportunity, as we are focused on organizing and advocacy objectives. T4MA expects to award 10-12 grants, of \$7,500 to \$10,000 each, in mid 2021. Awards must be expended by July 2nd, 2022, and a summary report is due by August 2nd, 2022. This funding opportunity is for a one-time grant only; T4MA makes no commitment to additional, future funding under this program or any other program.

#### **Grant Applications Period:**

Friday, April 9th, 2021 through Friday, May 28th, 2021 5:00 PM.

#### **Who should apply:**

Community-based organizations with 501(c)3 designation or a fiscal sponsor.

#### **Who is Transportation for Massachusetts?**

T4MA is a diverse coalition of more than 100 member and partner organizations with a stake in improving transportation across the Commonwealth of Massachusetts. Our coalition advocates at the state, federal, and local levels for transportation policies that are innovative, equitable, sustainable, and environmentally friendly. We want a transportation system that strengthens our economy and our communities, while also being safer, healthier, more affordable and reliable.

We are committed to transportation justice. We recognize that historic underinvestment in low-income neighborhoods and neighborhoods of color has led to negative impacts on people's lives and livelihoods. Even well-intended transportation policy can reinforce transportation injustice and lead to displacement. Transportation policy harms communities if it is not grounded in the community's needs, aspirations, and civic fabric. We commit to advancing transportation options such as walking, cycling, and public transportation, to help reverse racial and economic inequities in Massachusetts.



### **Who should submit proposals?**

This RFP is open to community-based organizations working at the intersection of transportation access and social justice for and/or with underrepresented and under-resourced communities. Underrepresented and under-resourced communities include, but are not limited to:

- Communities of color (Black, Asian, Arab, Latino/a/x, Native American)
- Low to Moderate income
- Older adults
- People with disabilities
- Communities that lack of access to grocery stores, public transportation, and/or affordable housing
- Environmental justice communities, such as those disproportionately impacted by nearby power plants, oil refineries, factories, sewage plants, large scale bus depots, airports, etc.

Priority will be given to applicants that are not presently T4MA Members or Partners. T4MA sees this grant process as an opportunity to fund applicants who can help build impactful relationships with grassroots organizations and community activists across Massachusetts.

Non-profit organizations with a 501(c)3 designation or with a Fiscal Sponsor may apply.

### **What programs are eligible to receive funding?**

Proposals should demonstrate how the grant recipient will advance work at the intersection of transportation and justice. This work could include organizational capacity-building for projects, advocacy, transportation-justice focused programming, and/or other activities. T4MA encourages proposals that work to advance multiple goals at one time.

Proposals may support work that is already in progress. *Applicants do not need to present new projects to apply for this grant.* If applying for a project already in progress, be sure to include the current status and activities of that work. Funds awarded must be expended by July 2nd, 2022.



**Applicants may apply for grants under the following categories:**

- **Capacity-building:** Organizations looking to add capacity to present and future projects at the intersection of transportation access and social justice.

Examples: Salary and stipends for short-term projects, such as providing internships, volunteer recruitment & training, grant writing, and/or board/staff training.

- **Community Engagement and Advocacy:** Organizations looking to identify policy initiatives and/or plan a campaign in 2021 relating to transportation justice, or advance their overall mission, may apply through this category. Organizations seeking to build relationships with their target audiences for potential collaboration may apply under this category.

Examples: Creating opportunities for community engagement and input on transportation issues through avenues such as a town hall on regional bus service. Proposals under this category may also be used to jumpstart new campaigns or fund existing ones. Travel funds within Massachusetts may be considered under this option.

- **Projects and Programming:** Organizations delving into transportation justice-related projects and programming may apply for funding.

Examples: Research that advances a broader understanding of transportation justice or the hiring of a short-term consultant to draft the viability of projects that could enhance access in targeted communities.



## **Evaluation Criteria**

Applications will be evaluated according to the following criteria.

- Description of a community-level issue or concern that the grant proposes to address.
- Demonstration of organizational need for capacity to achieve specific objectives
- Commitment to incorporate community participation and engagement by people who are most impacted by the transportation status quo.
- Description of a project that will advance specific values.
- Demonstrated promise or record of success in the area of focus.

Please note that the grant submission form limits response lengths -- we are not expecting lengthy explanations.

## **What is the timeline for awarding funding?**

<b>Activity</b>	<b>Time Period</b>
Grant Application Period Opens	April 9th, 2021
Q&A Period for Clarification of RFP	April 9th, 2021 - May 28, 2021
Grant Application Period Closes (Deadline)	May 28, 2021 5:00 PM
Submission Evaluation Period by T4MA	June 1st - June 22nd, 2021
Expected Grant Notification Period	June 25th, 2021
Grant Activities Period	July 1st, 2021 - July 2nd, 2022
Grant Reporting Period ends	August 2nd, 2022

## **How should proposals be submitted?**

All applicants must complete and submit a Funding Application.

The Funding Application consists of a set of questions, limited by word counts to reduce the organizational burden of completing the application.

Applicants are encouraged to submit their Funding Application through [this link](#). Applicants that prefer to submit their Funding Application as an electronic document should use the Word file available at [this link](#) and submit via email as a PDF or Word file to Josh Ostroff at [tj@t4ma.org](mailto:tj@t4ma.org). **If you submit a PDF or Word application, please save the document with a filename that identifies the applicant.**



T4MA encourages applications from people of all abilities. You may complete, submit and mail this form if necessary. If you are mailing your application, or require any accommodations with this process, please contact Josh Ostroff by email ([tj@t4ma.org](mailto:tj@t4ma.org)) or by phone (508-654-3330).

Note: if mailing this form, please advise Josh Ostroff at [tj@t4ma.org](mailto:tj@t4ma.org) and mail it to:

Transportation for Massachusetts  
Attention: Transportation Justice Grants  
50 Milk Street, 16<sup>th</sup> Floor  
Boston, MA 02109

Mailed applications must be postmarked by May 28<sup>th</sup>, 2021.

### **Letters of Support (optional)**

Up to three short letters of support may be provided. These are optional and are not required for your application to be successful. The deadline for submission is the same as for the application.

**Proposals should be submitted through the [online form](#), sent electronically using [this document](#), or postmarked by May 28<sup>th</sup>, 2021.**

### **Contact Information for Questions**

Frequently Asked Questions: please see [this link](#).

For questions or concerns connected to this RFP and the application process, please contact:

Josh Ostroff  
[tj@t4ma.org](mailto:tj@t4ma.org)  
Transportation for Massachusetts  
508 654-3330



## **Funding Application**

### **2021 Transportation Justice Subgrants**

Applicants are encouraged to submit their Funding Application via a Google Form through [this link](#).

Applicants that prefer to submit their Funding Application as an electronic document should use the formatted Word document available at [this link](#). The Word document application may also be mailed according to the instructions provided within the document.

T4MA encourages applications from people of all abilities. If you require any accommodations with this process, please contact Josh Ostroff by email ([tj@t4ma.org](mailto:tj@t4ma.org)) or by phone (508) 654-3330.

Please note that questions with an asterisk (\*) are required.

If you have questions about this Funding Application, please contact Josh Ostroff by email ([tj@t4ma.org](mailto:tj@t4ma.org)) or by phone (617) 821-3228.