



**JUNIOR LEAGUE OF  
MONROE**

*Women building better communities*

**COMMUNITY ENDOWMENT FUND**

**GRANT APPLICATION  
2019**

## **Junior League of Monroe, Inc., Community Endowment Fund Grant**

*The Junior League of Monroe, Inc., is an organization of women committed to promoting voluntarism, developing the potential of women and improving the community through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.*

The Junior League of Monroe, Inc., will award at least one Community Endowment Fund Grant this League Year. A minimum of \$15,000 will be awarded through this grant application process. To qualify your organization must meet the eligibility requirements listed below:

1. Your organization must be classified as a not-for-profit entity,
2. Grant proceeds must be used within Ouachita Parish,
3. Projects must further the Junior League's purpose of building a better community,
4. Grant proceeds cannot benefit any one individual, and
5. Grant funds cannot be used for religious instruction or for political activities.

Please submit all of the following with your application: one copy of your most recent financial statement and/or IRS form 990, a list of the current Board of Directors, and one copy of your organizations 501 (c) (3) designation letter from the IRS. Please EMAIL all documents to [jrleague@jmonroe.org](mailto:jrleague@jmonroe.org) to be reviewed by the Community Endowment Fund Board of Trustees.

Grant applications **must be complete** and emailed to be considered. **Email documents no later than noon on Thursday, February 21, 2019**. Applications received after the deadline will not be considered. Finalist(s) should be prepared to make a presentation to general membership on Tuesday, April 9<sup>th</sup> at 7 pm. The recipient(s) will be notified by May 2, 2019. The grant will be awarded at our annual Spring Dinner on Tuesday, May 7, 2019.

**A. GENERAL INFORMATION**

Legal name of organization:

Year incorporated:

Physical Address:

Mailing Address:

Telephone:

Chief paid executive and title:

Chief volunteer officer and title:

Name and title of person submitting request:

Telephone:

E-mail

**B. ORGANIZATION INFORMATION**

*Please summarize the organization's mission, objectives and current services.*

**C. ORGANIZATION'S STATISTICAL INFORMATION**

*Please answer the questions below based on your most recent fiscal year information.*

Number of individuals served by organization:

Adults \_\_\_\_\_ Children \_\_\_\_\_

Number of paid staff: \_\_\_\_\_ Full time \_\_\_\_\_ Part time \_\_\_\_\_

Number of volunteers: \_\_\_\_\_ Full time \_\_\_\_\_ Part time \_\_\_\_\_

**D. BRIEF DESCRIPTION OF PROGRAM/PROJECT FOR WHICH FUNDING IS SOUGHT.**

*Please indicate who and how many will be served, the duration of the project, if this project duplicates services, etc.*

## **E. PROGRAM/PROJECT BUDGET**

Total budget for the program/project \$ \_\_\_\_\_

Spent over what time period? From \_\_\_\_\_ to \_\_\_\_\_

Please list other sources of funding for this program/project:

Please attach an itemized budget for the project presented:

## **F. PROGRAM/PROJECT IMPLEMENTATION**

1. Please describe the specific program/project to be implemented with Junior League funds and explain how it relates to our purpose and focus?

2. How will the program/project be implemented?

3. Please list the specific goals and objectives of the program/project. How will they be measured? (Grant recipient will be expected to report outcome to the League's Board of Directors six months after the grant award date.)

4. Please describe the program/project evaluation strategies that will be utilized (how, when, by whom).

5. What is the program/project timeline?

6. If your organization receives funding, please explain in specific detail how the Junior League of Monroe, Inc., will be acknowledged in the community.

7. Please tell us if your organization has received Junior League of Monroe, Inc. assistance in the past and what specific impact did those funds have on your organization's program and/or services.

8. If you were given a partial amount of the fund money requested, would you still be able to fund/accomplish the project?