



JUNIOR LEAGUE OF
INDIANAPOLIS

Letter of Intent for JLI Community Assistance Grants

ALL BLANKS MUST BE COMPLETED. NO ATTACHMENTS ARE TO BE INCLUDED.

Applicant Information

Organization Name: _____ Date: _____

Address: _____
Street Address

_____ *County* _____ *City* _____ *State* _____ *ZIP Code*

Phone: () _____ FAX () _____ Website Address: _____

EIN (IRS Tax ID number): _____ Year Established: _____

Operate in Calendar Year or Fiscal Year: _____ Year From: _____/____/____ to _____/____/____

Number of Paid Staff: _____ Number of Full-time staff: _____

Number of Volunteers: _____ Number of Part-time staff: _____

Number of Board Members: _____ Number of Board Meetings: _____

Percentage of Board Contributing Annually: _____ Percentage of Board Meeting Attendance: _____

Current Executive Director Term in Years: _____

Contact Information

Name: _____
First _____ *Last*

Phone: () _____ Email Address: _____

FAX: () _____ Position: _____

Section 1 – Organization Summary

Total Monetary Request (please enter request and select one option for funding): Requesting \$50,000 and willing to participate in a site visit as well as present project at the December General Membership meeting, if selected to do so.
 Requesting from \$5,000 and up to \$10,000 and will not be eligible for more than \$10,000 in grant funding; will not be required to participate in a site visit or present at the December General Membership meeting.

Line A - Total Monetary Request: \$ _____

Line B – Total Organizational Budget for Project Year: \$ _____

Line C – Total Project/Initiative Budget: \$ _____

Line D – Request as percentage of Organizational Budget: (Divide Line A by Line B) % _____

Line E – Request as percentage of Project/Initiative Budget: (Divide Line A by Line C) % _____

Line F – Age of program (indicate if new or years in existence): _____

Line G – Number of TOTAL unduplicated children served by this proposal: # _____

Line H – Number of unduplicated children to be served directly by JLI funding: # _____

Line I – Number unduplicated children served by this proposal living in Marion County: # _____

Line J – Program’s TOTAL cost per participant (Divide Line C by Line G) \$ _____

Line K – Program’s JLI Funded cost per participant (Divide Line C by Line H) \$ _____

County(s) Served by Project: _____

Section 2 – Project Description

Select which of the following JLI focus areas the project for which funding is being requested supports. You may select both if applicable.

- Provide families with knowledge and resources to guide their children toward academic success
 Equip students, families and/or education provides with age-appropriate educational materials

Briefly describe the project concept and how the project for which funding is being requested supports the focus area(s) selected above in the space provided. The Letter of Intent **should not exceed 3 pages** in total.

Section 3 – JLI Historical Information

To assist the JLI in determining whether any potential conflict of interest exists, please indicate whether you currently have, or have had in the past three years, any JLI members employed by your organization, volunteering for your organization, or serving on your Board of Directors. (NOTE: Answering “yes” will not disqualify your organization from receiving assistance, but will allow the JLI to ensure that proper screening measures are implemented in reviewing your application, to ensure fairness for all applicants.)

- No Yes If yes, please list those individuals, including names and positions.

2. Has your organization ever received funding or volunteers from the JLI? If yes, please indicate dates, amounts, and/or services received.

Section 4 – Signature – This section must be completed by the applicant’s Executive Director.

Signature: _____ Date: _____

Printed Name & Title: _____

***LETTER OF INTENT SHOULD BE COMPLETED AND SUBMITTED:
By 5:00pm on August 16, 2019 by email to grants@jlindy.org and include
“2019 CAG Letter of Intent” in the subject line
Letter of Intent must be saved and attached as a PDF***

Questions? Please contact:
Marci Wilz
2019-2020 Grants Chair Junior League of Indianapolis
grants@jlindy.org