



## JUNIOR LEAGUE OF CHARLESTON, SC

The Junior League of Charleston 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.*

### **Community Project Proposal 2019-2020**

#### **GENERAL INFORMATION**

The Junior League of Charleston (JLC) is, at its foundation, a training organization. Our skilled volunteers focus on combating hunger and homelessness in the Tri-County area by partnering with community organizations who are selected annually by our members through a formal proposal process. Project proposals can be made for volunteers alone, or for funding and volunteers (\$10,000 max). The majority of our members work outside the home, so evening and weekend volunteer opportunities are preferable.

The formal proposal process consists of a thorough review by JLC members serving on our Community Project Development Committee. A member of our organization may contact you to discuss the proposed project in greater detail or arrange a site visit to your organization.

#### **Completed Project Proposals are due by Friday, August 24, 2018.**

Proposals may be submitted in one of three ways:

- Electronically to [communityprojects@jlcharleston.org](mailto:communityprojects@jlcharleston.org)
- By fax to (843) 763-1626
- By mail to Community Project Development, Junior League of Charleston, 51 Folly Road, Charleston, SC 29407

#### **ELIGIBILITY**

Applications are accepted annually from nonprofits who focus on hunger and homelessness in the Tri-County area (comprised of Berkeley, Charleston and Dorchester counties).

#### **TIMELINE**

Applications are due by Friday, August 24, 2018. Follow-up questions or visits will be arranged September 2018 through January 2019. Organizations submitting project proposals for 2019-2020 will receive written notice from the Junior League of Charleston regarding our decision by May 31, 2019. Selected projects will not begin before June 1, 2019, and will end no later than May 31, 2020.

#### **REQUIREMENTS**

Applicants must provide the following completed documents:

1. **Application** (Pages three to five below)
2. **Attachment #1:** Copy of the organization's most recent audited financial statement.
3. **Attachment #2:** Thorough budget encompassing all aspects of the proposed project.

## **SELECTION CRITERIA**

The proposed project should:

1. Combat hunger and homelessness in one or more of the communities in Charleston, Berkeley or Dorchester counties.
2. Identify a project goal that includes either:
  - a. Volunteer-only commitment; or
  - b. Both a significant volunteer participation from our members and a monetary contribution from the JLC.
3. Involve well-defined volunteer opportunities that will be performed and funded within a specific time frame, commencing no earlier than June 1, 2019, and ending no later than May 31, 2020.
4. Provide for collaboration between the JLC and one or more registered 501(c)(3) nonprofit organizations in good standing with the [Office of the South Carolina Secretary of State](#).

## **EVALUATION**

The JLC will evaluate project proposals based on the following criteria:

1. Connection of project proposal to our focus on combating hunger and homelessness in the Tri-County area.
2. Inclusion of a significant volunteer component, including description of volunteer tasks and level of commitment (number of hours), days and times volunteers are needed. Please note our members are available for volunteering at various times, but projects with a weekday evening or weekend day volunteer component have been historically more successful.
3. Clarity of the goals and objectives of the project, including a timeline outlining tasks necessary to accomplish project goals and objectives.
4. Strength of the plan for measuring the impact of the project.
5. Depth of understanding about what the JLC can bring to the project.
6. Demonstration of past experience collaborating with nonprofits, including the JLC, if applicable.
7. Strength of description in regard to how requested funding will be used to fulfill project goals and objectives, if applicable. The committee will consider how funding the project request fits into total amount of funding available for all requests.

## **QUESTIONS?**

Any questions about the application may be submitted to the JLC by email to [communityprojects@jlcharleston.org](mailto:communityprojects@jlcharleston.org) or by telephone to (843) 763-5284.

Thank you for proposing a project that will combat hunger and homelessness in our Tri-County area.



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**APPLICANT'S INFORMATION:**

Name of Organization	
Parent or umbrella organization (if different from above)	
First-time applicant? If so, please tell how you heard of us (50 characters)	
Organization's mission statement (200 characters)	
Year founded; year I.R.S. designation	
Organization's EIN (Employer ID#)	
Mailing address, city, state, zip code	
Physical address, city, state, zip code	
Primary telephone number	
President/Executive Director	
Project/program name or title for which funding or volunteers are being sought	

Contact Person for project and title	
Contact person's email address and telephone number	

**PROGRAM/PROJECT INFORMATION:**

**Type of Request:**

🍏 Volunteer Only	🍏 Volunteer and Funding
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Dollar amount requested	\$	Total cost of program/project, if applicable	\$	Annual budget of organization	\$
JLC Volunteers requested		Total number of volunteers needed for the project		Is training required for volunteers? (Type yes or no)	
Description of proposed project to combat hunger or homelessness. Be sure to include the who, what, when, where, why and how of the request so we have a clear understanding of what grant dollars and/or volunteer hours would support.					
Number of hours requested and timeline for volunteer activities. Please include preferred days and times available for volunteers.					
Provide 1-2 program objectives/goals (must be measurable, and generally involve changes in behaviors, attitudes, conditions, knowledge or status).					
Describe 1-2 activities League members would be involved in related to each objective above.		<ol style="list-style-type: none"> <li>1.</li> <li>2.</li> </ol>			
How will you evaluate, track or measure the degree to which you are meeting the need and objectives stated above? If your request is to continue programming already in operation, please tell how you have evaluated, tracked or measured the degree to which you have met the need stated above, and the results.					

<p>Has your organization worked with the JLC on any other community projects? If yes, please list past project names and years.</p>	
<p>Has your organization collaborated with other local nonprofits? If yes, please provide a brief summary of your organization's experience as part of the collaboration(s), including how those experiences have affected your expectations for future partnerships.</p>	
<p>What does your organization expect the JLC to bring to this project?</p>	

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Thank you for proposing a project that will [combat hunger and homelessness in our Tri-County area.](#)