



## JUNIOR LEAGUE OF CHARLESTON

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 2020-2021

#### **WE ARE BROADENING OUR FOCUS!**

We are no longer limiting our applications to those organizations that focus on combating hunger and homelessness. Any organizations dedicated to elevating women and families in the Lowcountry are now eligible to apply for a partnership with the Junior League of Charleston.

#### **GENERAL INFORMATION**

The Junior League of Charleston (JLC) is, at its foundation, a training organization. Our skilled volunteers focus on making a lasting measurable impact 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 (\$8,000 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.

#### **TIMELINE**

Applications are due by September 30th, 2019. Follow-up questions or visits will be arranged by the members of the Junior League of Charleston September 2019 through January 2020. Organizations submitting project proposals for 2020-2021 will receive written notice from the Junior League of Charleston regarding our decision by May 31, 2020. Selected projects will not begin before June 1, 2020, and will end no later than May 31, 2021.

#### **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.

#### **ELIGIBILITY**

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

The proposed project should:

1. Help elevate women & families in one or more 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, 2020, and ending no later than May 31, 2021.
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**

1. The JLC will evaluate project proposals based on the following criteria:
2. Commitment of an organization to elevating women and children in the Tri-County area.
3. 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.
4. Clarity of the goals and objectives of the project, including a timeline outlining tasks necessary to accomplish project goals and objectives.
5. Strength of the plan for measuring the impact of the project.
6. Depth of understanding about what the JLC can bring to the project.
7. Demonstration of past experience collaborating with nonprofits, including the JLC, if applicable.
8. 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 [communityprojects@jlcharleston.org](mailto:communityprojects@jlcharleston.org).



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### **Applicant Information**

1. Name of Organization \*
2. Parent or Umbrella organization (if different from above)
3. Organization's EIN (Employer ID#) \*
4. Organization's Tax Exempt Classification \*
5. Mailing Address, City, State, Zip Code \*
6. Physical Address (if different from above) \*
7. Organization's Mission Statement
8. Year Founded, Year IRS Designation \*
9. Primary Contact Person \*  
First and Last name, title
10. Contact Person Email/Phone# \*

## Project Proposal - League Involvement

11. Request Type? \*

Volunteer Only

Volunteers & Funding

12. How Many Volunteers? \*

13. Anticipated Volunteer Schedule \*

Bi-Weekly

Monthly

Bi-Monthly

Other? (if volunteers are only needed for 1-2 events, please apply through "Done In A Day")

14. Please provide a detailed description of the days/times volunteers will be expected to participate. \*

15. Will volunteer training be required? If Yes, will it be provided by your organization? \*

16. What skills will our volunteers have the opportunity to develop during their partnership with your organization?

17. Total Funding Amount Requested \*

18. Total cost of Program/Project (if applicable)

19. Annual budget of your organization \*

20. Is the existence of the Project/Program dependent on receiving JLC Volunteer and funding support? \*

Yes

No

Other:

21. First Time Applicant? \*

No

Yes

22. If yes, describe the previous partnership.

## **Project Proposal - Details**

23. Describe the Project/Program in detail. Include information about who, what, when, where, and why your organization is choosing to partner with the community in this way. \*

24. Describe the overall program's objectives and how your organization works to achieve/is achieving them. \*

25. Describe 2-3 specific objectives/goals for the 2020-2021 year and how you plan to achieve them. (Make sure the goals you describe are specific, measurable, achievable, realistic, and timely) \*

26. How do you evaluate, track or measure the degree to which you are meeting the objectives stated above? If your program is already in operation, describe your program results. Provide measurable data where possible. \*

27. How will the Junior League Volunteers and Funding requested help to achieve the above overall and yearly specific objectives/goals? \*

28. In what counties does your organization operate? \*

29. How long has the Project/Program been in place?

## **Required Attachments**

Please attach the following documents as a part of your completed application.

30. Please attach a copy of your organization's most recent audited financial statement. \*

31. Please attach a copy of a thorough budget encompassing all aspects of the proposed project.\*

## **QUESTIONS?**

Any questions about the application may be submitted to the JLC by email [communityprojects@jlcharleston.org](mailto:communityprojects@jlcharleston.org)

Thank you for your interest in becoming a partner of the Junior League of Charleston.