

Camden Junior Welfare League Grant Application Guidelines

CJWL Mission & Focus:

The purpose of the League is to improve and enrich the social and economic environment of the children of Kershaw County.

Grant Guidelines:

- The programs and services to be provided must be consistent with the League's mission and geographic focus.
- The applying organization must be a tax-exempt, non-profit entity.
- The organization receiving the grant must be located in Kershaw County, South Carolina.
- Organizations must submit final reports for active grants prior to being eligible to reapply.

Funding Requests:

Please submit your proposal with the information in the following order:

- Application Coversheet

Narrative: Limit to two (2) pages maximum

A. **Organizational Information**

- a. Brief summary of organization's history, mission and goals

B. **Purpose of this grant**

- a. Project description, including objectives, activities, timeframe, description of target population to benefit, number served, and frequency. If requesting general support, provide a brief overview of your organization's projects and activities.
- b. Statement of community needs/issues to be addressed.
- c. Description of how you plan to evaluate the success of the project, including outcomes and results. If requesting general operating support, provide a description of how you evaluate your organization's effectiveness.

Budget/Financial Information

- a. Listing of other funding sources for this request (amount requested and secured)
- b. Budget for this grant request showing income and expenses
- c. Organization's annual operating budget

Attachments:

- a. List of names and titles of key staff
- b. List of Board of Directors
- c. Proof of tax-exempt 501(c)(3) status by the IRS
- d. Any newspaper/magazine articles highlighting your organization

Submit one copy of the proposal and attachments bound only with staples or clips (No videotapes, booklets or folders please). Mail your application with the cover sheet and attachments to:

Camden Junior Welfare League · Attn: Grant Applications · PO Box 578 · Camden, SC 29021
www.camdenleague.com

Camden Junior Welfare League
Grant Application Coversheet

(Application Deadline: April 1, 2011)

ORGANIZATION INFORMATION

Applicant Organization: _____

Address: _____

Phone: _____ Fax: _____

Contact Person: _____

Email: _____

PROJECT/PROGRAM INFORMATION

Type of Request: Project Support
 General Operating Support

Name of Project (if applicable): _____

Amount Requested \$ _____

Total Budget of Proposed Project (if applicable): \$ _____

Total Budget of Applicant Organization: \$ _____

REQUIRED ATTACHMENTS

- Narrative -- Detailed information regarding Funding Request
- Listing of other funding sources for this request (requested, committed & received)
- Budget for this grant request showing income and expenses
- Organization's annual operating budget
- List of names and titles of key staff
- List of Board of Directors
- Proof of tax-exempt 501(c)(3) status by the IRS
- Any newspaper/magazine articles highlighting your organization

(No videotapes or binders please)

REQUIRED SIGNATURES

Project Administrator/Proposer

Name: _____
(Please Print)

Signature: _____

Date: _____