



GRANT APPLICATION FORM

Deadline: Friday, March 9, 2012

This cover sheet must be completed and must accompany other materials

***** Please type, or download a printable application form from our website:***

www.jewishcommunityfoundation.com

I **BACKGROUND INFORMATION**

1. Organization (legal) name: _____
Organization operating name (if different than above): _____
Mailing Address: _____
Phone: _____ Fax: _____ Email: _____
Registered Business No. (Charitable No.): _____
2. Project Manager (primary contact for this application): _____
Phone: _____ Fax: _____ Email: _____
Senior Staff Person: _____ Phone: _____
Board President/ Chair: _____ Phone: _____
3. Title of project: _____
4. Total cost of project: _____
5. Amount requested from JCF: _____
6. What costs would be covered by the JCF grant: _____

7. Start-up & completion dates of project: _____ / _____
8. Date of approval by agency's governing board: _____

Signature, Contact Person

Signature of Board President/ Chair



II **PROJECT DESCRIPTION**

In no more than 3 typed (8½ x 11) pages, provide a description of your project:

1. Describe the proposed activity, including:
 - a) The needs being addressed
 - b) How it came to your organization's attention
 - c) Goals and objectives
 - d) Target population
 - e) How it will be marketed to its target population
 - f) How it will be implemented
 - g) Implications for staffing
2. Is this a new project? How does it differ from your current ongoing operations? What is the location for the project?
3. Describe the capability of your organization to undertake the project and note special staff qualifications.
4. Does your project involve working in partnership with other organizations or agencies? If so, please name them and indicate their involvement.
5. By what standards or criteria will you measure benefit to program participants? What measurement tools will be used to assess achievement of goals?

III **FINANCIAL INFORMATION**

Provide the following financial information with your application:

1. Detailed budget for the project listing all anticipated expenditures and income.
2. List all sources of funding for this project – amount of contribution and confirmed letters of intent from sources.
3. Is the project intended to be ongoing? If it is, how will you fund the continuation of the project after the grant has ended? If other funding sources will continue the project/program, please include a letter of intent from them.
4. Where applicable, list all previous grants received from the JCFGV – project name, year and amount.
5. Attach the following:
 - 1) List of Board of Directors (addresses & phone numbers)
 - 2) Most recent financial audited statements

Please remit completed application (by mail or in person) to:

**Jewish Community Foundation – Grant Program
Suite 200 - 950 West 41st Avenue
Vancouver BC V5Z 2N7**

Submitted materials become the property of the Jewish Community Foundation