



THE JUNIOR LEAGUE OF SAN FRANCISCO, INC.

2226A FILLMORE STREET • SAN FRANCISCO, CA 94115 • P 415-775-4100 • F 415-775-4599 • www.jlsf.org

Developing Leaders for a Stronger Community

JLSF Enabling Funds Grant Application Form

ORGANIZATION NAME: _____

ADDRESS: _____

CONTACT NAME: _____

CONTACT TITLE: _____

TELEPHONE: _____

EMAIL: _____

The Junior League of San Francisco, Inc. Enabling Funds Committee provides emergency and bridge funding grants to San Francisco Bay Area non-profit organizations that face an urgent and unexpected short-term financial need. The grant recipient organizations must clearly demonstrate that their program goals and priorities align with the JLSF mission and focus area to *Support and Strengthen Families in Need*. The JLSF Enabling Funds grants (up to a maximum of \$5,000 per organization) enable existing non-profit organizations to continue to provide needed services and programming in the community.

Eligibility and Requirements:

To be eligible for a JLSF Enabling Funds Grant, organizations must:

- Submit an Enabling Funds Grant Application Form and related documents
- Demonstrate that the specific program requiring funding aligns with the Junior League of San Francisco's focus area: ***Support and Strengthen Families in Need*** in the San Francisco Bay Area
- Clearly demonstrate an emergency financial need that if left unmet would result in the disruption of community programs/services
- Provide evidence of 501(c)(3) status
- Not have received a JLSF Enabling Funds grant or any JLSF funding during the current or prior year

The maximum amount awarded for any single grant request is \$5,000.

Review Process and Timing:

Grant applications will be reviewed on a quarterly basis by the JLSF Enabling Funds Committee.

Application deadlines are:

- **September 1, 2009**
- **December 1, 2009**
- **February 2, 2010**

Please allow approximately 12 weeks after the application deadline dates for the JLSF Enabling Funds Committee to review the grant applications.



*A member of The Association
of Junior Leagues International Inc.*

Women building better communities



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Please provide the following information on a separate sheet of paper.

1. Date and place of incorporation. Please attach proof of non-profit status (e.g. copy of 501(c)(3) documentation).
2. Total amount of funding requested: \$ _____
3. Description of the specific project or program for which funding is being requested. Include an action plan and evaluation procedures and the following additional information:
 - a) Purpose of project or program
 - b) Description of how the project or program aligns with the JLSF focus area: **Support and Strengthen Families in Need**
 - c) Origination date of the project or program -- is it a new or ongoing program?
 - d) Describe other prospective funding sources including the amount requested and any amounts received
 - e) Date past which funding would be too late, if applicable
 - f) If awarded a JLSF Enabling Funds Grant, in what ways might the organization recognize the Junior League of San Francisco?
4. Description of the emergency need or catastrophe:
 - a) Nature of the emergency/bridge need
 - b) Impact of the emergency need on the organization or program
 - c) Impact on the level of service that the organization provides
 - d) Provide a detailed budget breakdown for the specific program/project and how the grant funds would be used by the organization.
 - e) Describe other resources (if any) available to address this urgent need.
5. Provide a brief description of the organization:
 - a) Purpose/Mission
 - b) Background
 - c) Number of active volunteers and number of Board members
 - d) Present activities
 - e) Funding Sources:
 - Present and past funding sources (last two years)
 - Prospective and other funding sources (current)
 - Description of other applications for or previously received Junior League support or funding, including previous JLSF Enabling Funds grants. If applicable, provide purpose, date, and amount.
 - f) Financial (please provide the following documents):
 - Most current audited financial statement
 - Year-to-date financial statements
 - Current year operating budget

Application:

Please return **two (2) copies** of the completed Grant Application Form and any related documents to:
The Junior League of San Francisco, Inc.
Attn: Enabling Funds Committee
2226A Fillmore Street
San Francisco, CA 94115-2222

CONTACT SIGNATURE: _____ DATE: _____



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