

## **2021-2022 Collaborative Opportunity Grants Application**

### **Mission Statement of Junior League of Lafayette**

Junior League of Lafayette 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.

The Collaborative Opportunity Grant enables Junior League of Lafayette to offer local nonprofit organizations funding for short-term projects. If selected, the project must be completed between **October 1, 2021**, and **April 30, 2022**. In addition to monetary funding, between one and 10 trained Junior League of Lafayette volunteers **must** assist in the planning, execution, and completion of the selected project.

Applications **must** directly adhere to Junior League of Lafayette's Mission through voluntarism.

**Any organization applying for funding through a Junior League of Lafayette grant must meet ALL the following stipulations:**

1. Organizations must have a 501(c)(3) status with the Internal Revenue Service and/or a qualified nonprofit group.
2. Agency must have a local board of directors.
3. Funds must be utilized in Lafayette Parish.
4. All attachments required in the grant application process must be in the name of the agency submitting the application.
5. A completed application must be received by Junior League of Lafayette by said deadline.

### **Requests for funding the following WILL NOT be considered:**

- Fundraising events
- Research efforts
- Deficit financing
- Conference or seminar fees
- Travel expenses
- Endowments
- Scholarships
- Individuals
- Media events
- Sectarian religious projects
- General operating expenses including salaries
- Office furniture
- Production and development of television or radio programs
- Lobbying

*Please note the following important stipulations regarding Collaborative Opportunity Grants:*

A Junior League committee member will be assigned to chair the project. The Junior League Committee Chair will purchase the supplies for your project. **You may shop with the Junior League member; however, Junior League of Lafayette will not reimburse you or your organization for supplies.** In the event the budget is not exhausted, **the funds are not available to be contributed as a donation.** The Collaborative Opportunity Grants Committee **cannot participate in, contribute to, or assist with the fundraising of other agencies and organizations.**

The Collaborative Opportunity Grant funds will be awarded in amounts up to \$2,000. These monies will be allocated by or before mid-September 2021. Grants are awarded for a one-year period. All agencies receiving a Collaborative Opportunity Grant must submit a final report to Junior League of Lafayette within 90 days after completion of the project. A grant reporting form will be provided.

#### **Grant Application Deadline**

All applications must be received by or before 12 p.m., Monday, June 21, 2021. One (1) printed copy must arrive via postal carrier or be hand-delivered to Junior League of Lafayette Headquarters located at 504 Richland Avenue. One (1) electronic copy must also be submitted to [grants@juniorleagueoflafayette.com](mailto:grants@juniorleagueoflafayette.com). Any application that is received after the deadline will not be considered.

The 2021-2022 Collaborative Grants Committee looks forward to working with you and your agency. Please direct all questions to Casey Ardoin, Collaborative Opportunity Grants Chair, by email at [grants@juniorleagueoflafayette.com](mailto:grants@juniorleagueoflafayette.com).

Sincerely,



Casey Ardoin  
Collaborative Opportunity Grants Step-up Chair  
2020-2021



Cathy LaGrange  
President-Elect  
2020-2021



**Part I. General Information**

Organization Name:

Address:

Phone:

Email:

Name of Chief Executive Officer and/or Executive Director:

Phone:

Email:

Name of Project Director:

Phone:

Email:

1. Organization's mission statement:

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2. Brief history of the organization and its programs and activities:

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3. Please summarize the project and how Junior League volunteers would help you complete the project:

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4. Junior League of Lafayette's Mission states we are an organization committed to improving the community and training volunteers.

A.) Using statistical data, demonstrate the community's need for the project.

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B.) Demonstrate how you can help train and educate our members:

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5. How many people do you estimate will be impacted by the project?

☐ 1-25      ☐ 25-50      ☐ 50-100      ☐ 100+

6. Amount of funds requested (a maximum of \$2,000 may be awarded per project grant):

\$ \_\_\_\_\_ Is this an annual recurring need?      ☐ Yes      ☐ No

If yes, please explain.

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7. Timeline for project (please check all availability):

**Month:**

☐ September

☐ December

☐ March

☐ October

☐ January

☐ April

☐ November

☐ February

**Time:**

☐ Day

☐ Night/Weekend

8. Please check the number of volunteers requested:

☐ 1-2

☐ 2-4

☐ 6-8

☐ 8-10

9. Please list what our volunteers will be doing for this project:

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## **Part II. Checklist of Attachments.**

Attachments should include the following information and be supplied in the order listed below. If your agency's name has changed, all attachments required within must be in the name of the agency submitting the application.

- ☐ 1. Copy of Internal Revenue Service letter stating the organization is tax exempt or a copy of the organization's fiscal agent's 501(c)3 designated letter. If the organization is using a fiscal agent, a letter from the fiscal agent's organization stating its willingness to serve is also requested.
- ☐ 2. A list of the agency's current board of directors.
- ☐ 3. Statement from a representative of the organization's board of directors authorizing the request and agreeing to implement the project, if funded.
- ☐ 4. Detailed project budget, including income sources and expenditures. Applicants are strongly encouraged to itemize and provide supporting documentation of all proposed expenditures, including any pertinent estimates or bids for goods or services to be obtained from outside sources. Also include a list of other sources of funding (pending or approved) for this project.
- ☐ 5. A list of the organization's top three funding sources, the last three years of the total revenues and total expenses of the organization, a current operating budget, and a statement of the percentage of the most current year's budget spent on programs.
- ☐ 6. An audit or IRS Form 990 from the organization's most current year.

**Applicants should submit** one (1) copy of their completed application stapled, but not bound, to:

**Junior League of Lafayette**  
**Attn: Collaborative Opportunity Grants Chair**  
**504 Richland Avenue**  
**Lafayette, LA 70508**

**Applicants should, also, submit** one (1) electronic copy of their completed application via email. Agencies can email [grants@juniorleagueoflafayette.com](mailto:grants@juniorleagueoflafayette.com) to confirm receipt of their grant application submission, but should do so with sufficient time to re-submit the application before the deadline if it has not been received.

***Applications must be received by or before 12 p.m., Monday, June 21, 2021. Applications received after this deadline will not be considered.***