

### Junior League of San Joaquin County Mini-Grant Guidelines

<b>Criteria:</b>	Awarded to non-profit organizations and institutions that provide services that foster educational, vocational or life skills training for disadvantaged and/or special needs youths and their families.
<b>Eligibility:</b>	Any 501(c)(3) non-profits or institutions operating in San Joaquin County. Funds may not be used for administrative cost or salaries.
<b>Award:</b>	\$100 up to \$5,000 to be spent within one year from receipt unless otherwise requested.
<b>Components of Application:</b>	<p>1. Completed Mini-Grant Application by February 5, 2024. (see page 2).</p> <p>2. Limit: One application per class or organization. Incomplete applications will not be considered. Applicants will be invited to present their programs at the Junior League Mini-Grants meeting on February 17, 2024.</p>
<b>Notification:</b>	<p>Grant recipients will be notified by email, and checks will be distributed approximately 1 month after approval of grant and receipt of signed Memorandum of Understanding (MOU).</p> <p>Monies received must be spent no later than end of March 2025.</p>
<b>Final Reports:</b>	<p>Final Report is required as documentation of your program and is due by end of March 2025.</p> <p>The report may be submitted by mail or email. Please do not request a signature on delivery or an email confirmation of receipt.</p> <p>Please include any of these that apply: • receipts • announcements, flyers, and invitations • newspaper articles • audio or video recordings of the program • web links associated with the program.</p> <p>We accept these digital formats: • documents: doc, docx, pdf • photographs: jpg. Jpeg, png • video: mpg4, mpeg4, mov</p> <p>We reserve the right to display materials contained in Final Reports on our website, social media, and media releases (with full credit given, if requested). Materials containing the names and/or faces of children, individuals with special needs, etc. will exempted if requested.</p>
<b>Grant may be Emailed or Mailed To:</b>	<p>Submit by email to: JLSJC.vpcommunityservice@gmail.com / Subject line: JL Mini-Grant Application</p> <p>Email questions to: JLSJC.vpcommunityservice@gmail.com / Subject line: JL Mini-Grant Question</p> <p>Send all the required paperwork addressed to: JLSJC Mini-Grants P.O. BOX 7363 Stockton, CA 95267</p>

### Junior League of San Joaquin County Mini-Grant Application

<b>Name of Organization:</b>	
<b>Date of Application:</b>	
<b>Street Address:</b> <b>City, State, Zip</b> <b>Phone Number:</b>	
<b>Applicant's Name:</b> <b>Applicant's Title:</b> <b>Contact Phone #:</b> <b>Email:</b>	
<b>Type of Agency:</b> <b>501(c) 3; Public Agency, Other</b> <b>– please state:</b>	
<b>Organization Mission History</b> <b>and/or Background:</b> <b>Total Project Cost:</b>	
<b>Description of project for</b> <b>grant. Include objective/goal,</b> <b>anticipated timeframe and #</b> <b>of people impacted over how</b> <b>many years:</b>	
<b>Project Start Date:</b>	
<b>Total Project Budget (line by</b> <b>line):</b>	
<b>Requested Amount from</b> <b>JLSJC. Provide detailed budget</b> <b>information if not noted in</b> <b>Total Project Budget:</b>	
<b>Do you have any other funding</b> <b>dedicated to or donated</b> <b>toward this project? If yes,</b> <b>please explain:</b>	
<b>JLSJC Focus Area (place X by</b> <b>all that apply):</b>	<input type="checkbox"/> Education <input type="checkbox"/> Special Needs <input type="checkbox"/> Vocational Training
<b>Name of JL member/liaison:</b>	