



2016-2017 Community Enrichment Grant Guidelines & Requirements

- Applications will be accepted through Friday, January 20, 2017 at 12:00 p.m.
- Funding requests must be for a specific and stated purpose and the application must clearly define plans for use of the funds requested. Priority will be given to submissions with a health and/or wellness-focus. Funds of up to \$10,000 may be awarded.
- The fund award must be used within the following defined Junior League of Oklahoma City geographic service area:
 - Seward Road to the north; Banner Road to the west; Pottawatomie Road to the east; and Indian Hills Road to the south.
- The following requests shall not be considered for funding:
 - (a) Payroll expenses
 - (b) Political activities or religious instruction
 - (c) Travel expenses
 - (d) Fundraising drives/activities
- Completed applications may be submitted in person at the Junior League of Oklahoma City Headquarters, emailed to enrichment@jloc.org, or mailed to:

Junior League of Oklahoma City
Attn: Community Enrichment/Katie Moore
1001 NW Grand Boulevard
Oklahoma City, OK 73118
- All applicants will be notified of results on or before Tuesday, March 7, 2017.
- Grant recipient must submit a written report to the Junior League of Oklahoma City within one (1) year of receiving funds or thirty (30) days after the program is completed, whichever occurs first. The report shall include a timeline, information about the program and detailed accounting of how the funds were spent.
- The recipient organization(s) must provide an interim report upon request.
- Questions may be directed to the Junior League of Oklahoma City Community Enrichment Chair, Katie Moore, at 405-706-7356 or enrichment@jloc.org.



**JUNIOR LEAGUE OF
OKLAHOMA CITY**

2016 – 2017 Community Enrichment Grant Application
DEADLINE FOR SUBMISSION – Friday, January 20, 2017

Name of Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Primary Contact Name/Title: _____

Please attach a copy of the following items to this application:

- Tax Exempt Status / IRS Determination Letter
- Most Recent Audited Financials and/or Audit Report
- Current Operating Budget
- Board Member Names, Board Positions, and Contact information

Please give a brief history of the organization and the specific program/project/need:

Please state the amount of funding requested from the Junior League of Oklahoma City:

Please submit the total budget for the program/project/need and explain:

Briefly describe the necessity to request the funding at this time:

Please state the number of individuals that will be impacted by the requested funds:

Please provide a schedule as to how/when the requested funds will be spent:

Submitted by: _____ Date: _____

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Oklahoma City, OK 73118