



Junior League of Lafayette 2015-2016 Spring Grant 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.

Applications that will directly impact Junior League of Lafayette's focus areas of child health and the development and general well-being of women will be given priority. Applications that are congruent with our Mission Statement will also be given priority. **However, at least fifty percent (50%) of the projects chosen each year must be new projects for the Collaborative Opportunity Grants Committee.**

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

1. They must be recognized as tax exempt under Section 501(c)(3) of the Internal Revenue Service Code;
2. They must have a local Board of Directors; and
3. The program or project to be funded must be located in Lafayette Parish.

Funding WILL NOT be granted for the following:

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

- **Absolutely no grants will be made to individuals.**
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- One type of grant is available from Junior League of Lafayette for the Spring 2015/2016 Grant Cycle: Community Resource Fund/Community Enrichment Grants. This grant is explained below.
- **The Community Resource Fund/Community Enrichment Grant**
- The Community Resource Fund/Community Enrichment Grant enables Junior League of Lafayette to fund community needs by providing money for nonprofit agency projects and programs in Lafayette Parish. The Community Resource Fund/Community Enrichment Grant will be awarded in amounts up to \$25,000. **Junior League of Lafayette volunteers will not be provided to assist with these projects and programs.**
- The Community Resource Fund/Community Enrichment monies will be allocated on January 12, 2016. Grants are awarded for use through July 31, 2016. All agencies receiving Community Resource Fund/Community Enrichment grants must submit written reports to Junior League of Lafayette, at the frequency required by the reports. A final report will also be required after completion of the project. A grant reporting form will be provided.
- **Grant Application Deadline**
- All applications **must** be received no later than **12 p.m. on** November 6, 2015. One (1) printed copy must arrive via postal carrier or be hand-delivered to Junior League of Lafayette Headquarters. Please see the address below. One (1) electronic copy must also be submitted via Dropbox. Please see the attached informational sheet on how to submit your application electronically. Any application that is received after the deadline **will not** be considered in the current grant funding cycle. Organizations can email JLLGrantsInfo@gmail.com to confirm receipt of their grant application submissions.
- Please use the address below when mailing or hand-delivering your completed application:

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

- The 2015-2016 Collaborative Opportunity Grants Committee looks forward to working with you and your agency. Please direct all questions to Megan D. Breaux by email at JLLGrantsInfo@gmail.com or by phone at (337) 654-4965.

• Sincerely,

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• Megan D. Breaux, Collaborative Opportunity Grants Chair 2015-2016

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- **Junior League of Lafayette Spring 2015-2016 Grant Application**

- **Part I. General Information**

- Organization Name: Shining Light Foundation_____
- Address: P. O. Box 60602, Lafayette, LA 70596
- Phone Number: 337-266-6055 Email Address: Carolyn.french@ubs.com
- Name of Chief Executive Officer: Carolyn French, Ph.D. - President
- Chief Executive Officer's Contact Number: 337-266-6055 Email Address: Carolyn.french@ubs.com
- Name of Project Director: Sandra Wilcox
- Project Director's Contact Number: 337-288-3715 Email Address: srwilcox2@yahoo.com

1. Organization's Mission Statement: To provide assistance to individual children for academic, cultural and personal enrichment so that every child's light will shine

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- _____

2. Brief History of the Organization and its Programs and Activities: The Shining Light Foundation was founded as a non-profit organization in 1997 to help students in Lafayette Parish public schools participate in school activities. Our primary focus has been funding participation in class field trips and their school bands. Between 2001 and 2015 we have awarded 350 grants totaling \$40,000 musical instruments and 1,023 grants totaling \$21,000 for field trips and other non-musical needs.

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3. Brief Summary of the Program/Project: The goal of the program is to provide musical instruments, equipment, and supplies, field trips and tutoring services to Lafayette Parish public school students in kindergarten through sixth grade whose families cannot afford to provide them. We have expanded our program to include collecting instruments from former musicians and repairing them as necessary.

4. Timeline for the Program/Project: October 2015 through July 2017

5. Target population of the Program/Project: Underserved children in Lafayette Parish public schools grades K-8th grade.

- _____

- _____

- _____

6. How many people do you estimate will be impacted by the Program/Project:
100 _____

- _____

7. Demonstrate Community Need for Program/Project: Some schools do not have a piano, and many school bands do not have enough instruments for the students who need them. We anticipate a demand for approximately 100 instruments per year.

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8. How will this Program/Project's success be evaluated and measured: We will provide evaluation forms to the school personnel who apply for the grants and request feedback on their progress.

- _____

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9. How do you feel this Project/Project is congruent to the Mission of Junior League of

- Lafayette? Children who participate in music, field trips and tutoring have greater success in school, socialization and community participation. Applicants will not have musical instruments, supplies, field trips or tutoring without our help. Applications have increased with expansion of our program to include eighth grade and increased student population.

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10. Amount of Funds Requested: \$4,700 _____

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11. Can this Program/Project be Partially Funded?: Yes _____

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12. Has this Program/Project been funded by Junior League of Lafayette previously? If so,

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- when?: __ Yes, September 2015

13. Is this Program/Project a collaboration with another agency? If so, please list: Yes,
Acadiana Center for the Arts, Play It Again instrument drive.

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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 that 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 organization's current board members and officers. **The organization is required to have a local Board of Directors.**
- _____ 3. Statement from a representative of the organization's Board of Directors authorizing the request and agreeing to implement the project/program 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 program/project.
- _____ 5. A list of the organization's top three (3) funding sources, the last three (3) 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.
- _____ 7. If applicable, please provide a letter from a representative of the collaborating agency or agencies.
- **Applicants should submit** one (1) copy of their complete application stapled but not bound to:

- Junior League of Lafayette
- Collaborative Opportunity Grants Committee
 - 504 Richland Ave.
 - Lafayette, LA 70508.

- **Applicants should also submit** one (1) electronic copy of their completed application via Dropbox. Instructions to complete the electronic submission of your completed application have been included.
- Organizations can email JLLGrantsInfo@gmail.com to confirm receipt of their grant application submissions, but should do so with sufficient time to re-submit the application before the deadline if it has not been properly received.
 - ***Applications must be received on or before the deadline of 12 p.m. on Friday, November 6, 2015. Applications received after this deadline will not be considered.***