



SERVING COWETA COUNTY SINCE 1926

Greetings,

The Newnan Junior Service League is once again accepting applications for our grant program for the spring of 2019. We are proud of our tradition of giving to the community, not only in service, but also in resources. Throughout our 92 year history, we have been a dynamic force in Coweta County contributing to numerous not-for-profit agencies. We feel that all applicants should support the overall purpose of the Newnan Junior Service League, its commitment to volunteerism and improving the community.

It is our tradition to give financial support to seed projects or programs that will benefit the citizens of Coweta County. Enclosed are the grant criteria, application form and budget sheet. Please submit the completed grant application materials no later than August 24, 2018. The requested application materials should be e-mailed to [njslgrant@gmail.com](mailto:njslgrant@gmail.com).

We will be reviewing applications and choosing finalists at our August Board Meeting after which you will be informed of the outcome. If your organization is chosen, we will ask you to give a brief presentation outlining your specific needs at our general meeting on September 11, 2018. Questions regarding grant applications may be e-mailed to [njslgrant@gmail.com](mailto:njslgrant@gmail.com).

Thank you for your interest in our grant program and the work you do in our community. We look forward to reviewing your application.

Sincerely,

Kristin Blackburn  
Newnan Junior Service League  
Vice President 2018-2019



SERVING COWETA COUNTY SINCE 1926

**2018 Grant Application - DEADLINE 8/24/18**

Legal Name of Organization \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Position \_\_\_\_\_

Agency Director (if different from contact) \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

Year Organization was Founded \_\_\_\_\_

Geographic Area Served \_\_\_\_\_

Organization's Annual Operating Budget \$ \_\_\_\_\_

Amount requested \$ \_\_\_\_\_

Proposed Start/End Dates of the Project \_\_\_\_\_

Possible Opportunities for Service for NJSL Members \_\_\_\_\_

**Please attach a **one page** proposal summary including each of the following:**

1. A brief description of the organization's history and range of activities.
2. A description of the project for which funding is sought, and the desired outcome(s).
3. Numbers and characteristics of the target population of community for the proposed project.
4. An overview of any collaboration with other organizations in the planning, funding, or delivery of the proposed project.
5. Are you a United Way Agency? If so, what percentage of the organization's funding comes from the United Way?
6. The tangible results that the target audience or community will experience as a direct consequence of the proposed project.
7. Is the organization willing to submit a report on funds expended for the project?

**Also, attach the grant application budget sheet and copy of 501(c)(3) status.**

Please submit the following pages: (1) application, (2) one page summary, (3) budget sheet and (4) 501(c)(3) verification letter to the address or email below by the deadline date of **August 24, 2018**.

Newnan Junior Service League  
P.O. Box 1433 • Newnan, GA 30264  
E-mail: [njslgrant@gmail.com](mailto:njslgrant@gmail.com)

Applications will not be considered unless all documents are present.

## BUDGET SHEET

Organization \_\_\_\_\_ Project \_\_\_\_\_

Please complete the form below for the proposed project's budget expenses. Be certain also to include a list of other funding sources under Project Revenue.

	PROJECT
<b>PERSONNEL</b>	
Salaries	
Fringe Benefits	
Consultants	
<b>TOTAL PERSONNEL</b>	
<b>NON-PERSONNEL</b>	
Rent	
Utilities	
Equipment	
Printing/Copying	
Postage	
Telephone	
Travel	
Other	
<b>TOTAL NON-PERSONNEL</b>	
<b>TOTAL BUDGET</b>	
<b>PROJECT REVENUE</b> (from each possible source)	<b>Please indicate if confirmed or pending</b>
<b>TOTAL REVENUE</b>	

## **Criteria for the Newnan Junior Service League Grant**

- Every applicant must be a 501(c)(3) non-profit organization.
- The grant-funded project must positively impact the residents of Coweta County.
- The grant is designed to fill a recognized service gap and contribute to the funding of a project that would otherwise not be funded.
- The organization must be willing to submit the follow up report to NJSL.
- The organization must mention the NJSL Grant in any publicity material related to the event or project funded by the grant.
- The organization should be open and accessible to everyone. If there are restrictions on who can join, they must be reasonable and related to the aims of the group.
- The NJSL reserves the right to check any information on open county records and to withdraw funding in the case of legal infractions or in such case the information found there compromises the reputation of NJSL.
- The NJSL Grant can be used to support activities such as special events and projects or the purchase of equipment.

In evaluating requests, consideration will be given to the following factors:

- The experience and reputation of the requesting organization.
- The potential impact of the project on Coweta County and its citizens.
- The availability of alternative funding sources.
- The probability the project can be sustained.
- The probability of success in meeting a community need.

The NJSL makes every effort to be flexible in trying to meet community needs, but the following areas will generally not be considered for funding:

- Grants to organizations that have received a NJSL Grant within the last five years.
- Grants to cover an expenditure that has already been incurred.
- Grants to organizations that have the potential to profit (in the sense of distributing funds to shareholders/members).
- Grants to organizations that need to offset operating deficits.
- Grants to organizations whose sole purpose is fundraising.
- Grants to individuals.
- Grants to political campaigns or campaigns for the purpose of influencing legislation.
- Grants for annual fundraising drives or endowment campaigns.
- Grants for conferences or travel.
- Grants for scholarly research.

Please note that the grant recipient will be expected to pay back the grant if:

- The organization uses the grant for any other purpose than that set out on the application without prior consent of the NJSL.
- The organization uses the grant for goods and equipment and stops operation within two years.