

JCOP 2023 GRANT APPLICATION FORM

Date of Application:

Name of Organization to which grant would be paid (Please list exact legal name):

Please attach a copy of the Certificate of Not-For-Profit-Corporation issued by the respective state governments.

Purpose of grant (one sentence):

Address of organization:

Telephone number:

E-mail:

Homepage address:

Name(s) of Executive Director/Head of Organization:

Contact person and title (if not executive director):

Grant request: \$ _____ used for 1) *general support* or 2) *project support* (project name _____)

Total organization budget (for current year): \$

Dates covered by this budget: From _____(mm/dd/YY) to _____(mm/dd/YY)

Please answer the following questions on separate sheets of paper, in the exact order stated.

We request all applications to be written in English.

1. Background of your agency

- a. Please summarize the Mission/Goals/objectives of your agency
- b. Please provide information on total membership numbers, numbers of employees, and support from other companies, government agencies or private sectors if applicable
- c. The need or problem that your organization works to address, the population served, age, socioeconomic status.
- d. Current programs and accomplishments.

2. Specific Funding request:

- a. If applying for GENERAL OPERATING SUPPORT, briefly describe how this grant would be used.
 - i. The PROPOSED BUDGET for operating support. Include a breakdown of how the JCOP grant would be used to support operating costs.
 - ii. List all SOURCES OF INCOME that will be used for operations including actual and prospective amounts.
 - iii. What outcomes do you hope to achieve?
 - iv. Why is your agency requesting this grant?
- b. If your request is for a SPECIFIC PROJECT, please explain the project including:
 - i. A statement of its primary purpose and the need or problem that you are seeking to address.
 - ii. The population that you plan to serve and how this population will benefit from the project.
 - iii. The PROPOSED BUDGET for the project.
 - iv. A CURRENT EXPENSE BUDGET FOR THE PROJECT. Indicate the specific uses and breakdown of the requested grant. e. List all SOURCES OF INCOME toward the project, including actual and prospective amounts.
- c. What outcomes do you hope to achieve?
- d. Why is your agency requesting this grant?

3. Financial Information re: your agency: please provide the dates that each document covers.

- a. Your MOST RECENT FINANCIAL STATEMENT. This statement should reflect actual expenditures and funds received during your most recent fiscal year.
- b. Your OPERATING EXPENSE BUDGETS for the current and most recent fiscal year.
- c. A LIST OF foundation and corporate supporters and all other sources of income, with amounts for your current and most recent fiscal year.