



JUNIOR LEAGUE OF GREENSBORO

2021-2022 Junior League of Greensboro *Request for Proposal Instructions & Form*

Community Impact

The Junior League of Greensboro (JLG) strives to create meaningful and lasting impact in the community through its membership and its efforts with community partners. Each year JLG identifies organizations to directly partner with by providing time, talents, and funds.

Proposals are currently being accepted from community organizations interested in partnering with the League to address the ever changing community needs within Guilford County.

Proposals should clearly indicate how your organization, along with our volunteers, will serve the Guilford County community.

If you have questions, you may call Margaret Patterson, JLG External Planning Chair, at (336) 317-9118 or email JLGProjects@gmail.com.

Organization Requirements

1. To be eligible for League funding, your organization must:
 - a) Serve the Greensboro and great Guilford County Community
 - b) Have tax exempt status (for no less than 2 years)
 - c) Carry insurance to cover Junior League volunteers

2. Organizations receiving League funding agree to:
 - a) Document expenses for grant funding and volunteer time in the form of two bi-annual reports, submitted to the Junior League of Greensboro in December and April
 - b) Provide our volunteers with safe and meaningful volunteer opportunities that are compliant with North Carolina issued social distancing protocols and practices and/or CDC healthy and safety guidelines depending on which is more protective at time of service
 - c) Participate in an evaluation of outcomes

Proposal Requirements

1. All proposals must support our mission (i.e. *promoting voluntarism, developing the potential of women, and improving the community through the effective action and leadership of trained volunteers/purpose is exclusively educational and charitable*).
2. You must complete the **Community Impact Proposal Form** and submit it along with all required attachments by **Thursday, October 29, 2020**.
The completed form should be typed in 12 point font. Please do not send attachments that have not been requested. Please **email** one completed copy of the proposal form and the required attachments to JLGProjects@gmail.com and **drop off or mail** one completed hard copy of this form with attachments to:

Junior League of Greensboro – Attn. External Planning
3101 West Friendly Avenue
Greensboro, NC 27408
3. JLG does not consider funding for individual’s projects, religious projects, government entities, fundraising or capital campaigns, and political activities. If you have questions, please contact Margaret Patterson, External Committee Chair, at 336-317-9118 or JLGProjects@gmail.com.
4. Additionally, JLG will not fund the following budget line items:
 - a. Travel expenses
 - b. Salaries
 - c. Insurance
 - d. Office rent or office equipment usage
 - e. Tuition/scholarships
5. The following attachments are required:
 - a) Agency Reviewed and Audited Financials
 - b) Current Volunteer Insurance Policy
 - c) Current Agency Budget
 - d) 501(c)(3) Letter of Determination
 - e) Board of Directors List
 - f) Line-item budget for proposed project

Key Dates

- JLG Grantseekers Virtual Info Session(s):
 - Wednesday, September 30, 2020; 6:00 p.m.
 - Thursday, October 15, 2020; 6:00 p.m.

RSVP REQUIRED: Please email your name and contact information to JLGProjects@gmail.com to
RSVP to the session of your choice.

- Proposals Due: October 29, 2020
- JLG Task Force Presentation: February 8, 2021
- Final Grant Decision Vote: February 13, 2021
- Grant Contracts signed: June 2021
- Projects may begin as early as June 2021



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Community Partner Proposal Form 2021-2022

ORGANIZATION INFORMATION

Organization Name:

Address:

Phone:

Fax Number:

Website:

Chief Executive Officer/Executive Director:

Contact person for application:

Title:

Contact's phone:

Email address:

Describe your organization (mission, goals, and major programs).

Describe the population and number of people served by your organization each year?

PROJECT INFORMATION

Project Proposal Name	# of Volunteers Requested	\$ Amount Requested

1. Provide a brief project summary.

2. Who will this project serve? How many people will be served by this project?

3. What outcome measures project outcomes? What outcomes do you anticipate?

4. Provide a timeline of the project schedule.

5. Describe existing or potential collaborations with community partners for this project.

6. List other significant sources of funding for this project.

7. Is the proposed project a current program within your organization? If yes, how are outcomes of the program measured?

JLG VOLUNTEER INFORMATION

8. What, if any, training is required for our volunteers to be successful (ex. type, length, etc.)?

9. What specific activities would our volunteers participate in? If state/CDC mandated social distancing protocols and practices are in place at the time of service, what compliant volunteer opportunities will our members participate in? Please describe in detail.

10. When would our volunteers be utilized (i.e. days of the week, time of the day, number of hours at a time, frequency, etc.)?

11. Are background checks required for our volunteers? If yes, describe.

12. Are there other ways the Junior League of Greensboro could assist your organization (ex. Board of Directors, "*Done in a Day*" service projects, speakers on various topics, etc.)?