



**JUNIOR LEAGUE OF  
BOCA RATON**

**Women building better communities**

**COMMUNITY SUPPORT FUND APPLICATION**

For JLBR Use Only

Date received:

Disposition:

12/08

Date of application: \_\_\_\_\_

*Note: CSF grant applications are reviewed and funded during the Junior League of Boca Raton's administrative year (September-May). Any applications submitted during the summer will be held until the review process begins in September.*

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Names(s) of person(s) who may be contacted for further information:

Name \_\_\_\_\_ Name \_\_\_\_\_

Title \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Telephone \_\_\_\_\_

Please describe the project for which Community Support Funds (CSF) monies are being requested; including substantiation of need, size and nature of client group served, goals of the project, timetable for implementation, and evaluation process.

1. Purpose of the Organization: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Project Information: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Total Project Cost \$ \_\_\_\_\_

Amount Requested from CSF \$ \_\_\_\_\_

Other Project Funding Sources (Including Internal):

|       | Amount   | Received or Applied For |
|-------|----------|-------------------------|
| _____ | \$ _____ | _____                   |
| _____ | \$ _____ | _____                   |
| _____ | \$ _____ | _____                   |

4. Please list your current sources of funding for the entire organization:

|                             | Amount   | Source |
|-----------------------------|----------|--------|
| Public                      | \$ _____ | _____  |
| Private                     | \$ _____ | _____  |
| Investments                 | \$ _____ | _____  |
| Earned Income               | \$ _____ | _____  |
| Value of Volunteer Services | \$ _____ | _____  |
| Other                       | \$ _____ | _____  |

5. Other Information:

- a. How many volunteers are in the organization, how are they utilized?
  
- b. Have you ever been a recipient of a Junior League of Boca Raton Community Support Fund Grant? If yes, when, for how much and for what purpose did you receive this grant? If not, how did you hear about CSF?
  
- c. Service Area: What percentage of your program will serve participants in South Palm Beach County to North Broward County (the JLBR service area)?
  
- d. How else could we help your organization?

6. Please include the following materials with this application:

- a. List of names and addresses of your Board of Directors
- b. A copy of your 501(C)(3) IRS authorization letter
- c. Your current project year's operating budget with income and expenses to date
- d. A detailed project budget outlining how our grant will be used

Please complete the application, attach signatures below and submit with the above listed items to:

The Junior League of Boca Raton  
 Attn: Community Support Fund Administrator  
 261 NW 13<sup>th</sup> Street  
 Boca Raton, FL 33432  
 561-620-2553

\_\_\_\_\_  
Signature – Board President                      Date

\_\_\_\_\_  
Signature – Executive Director                      Date

\_\_\_\_\_  
Organization    Date

## **Other Resources:**

### **Vegso Community Resource Center (Junior League of Boca Raton Headquarters)**

As an additional benefit to Community Support Fund ("CSF") grant recipients, there is a Non-Profit Leadership Series offered at the Vegso Community Resource Center (the Junior League office) that offers valuable, cost-effective training that caters specifically to the non-profit community. As part of our agreement, we would like our CSF grant recipients of \$2,000 or greater to take full advantage of this resource by attending 1 training by the end of the League year. We suggest the Grant Library Training offered monthly by our in-house grant librarian. We will make every effort to provide advance notice to workshops/trainings via e-mail, mail or phone to ensure that the appropriate person from the organization is included in any/all relevant trainings.

### **Grant Library**

Established through the efforts of the Junior League of Boca Raton, the Grant Library at the Vegso Community Resource Center is a Cooperating Collection of the Foundation Center, Inc. in New York, the nation's leading authority on private foundations. At no cost to the public, the library provides the most effective and comprehensive research tools available so that community members and nonprofit leaders can identify suitable funders for their organizations.

The collection consists of reference books, journals, and the latest Foundation Directory Online and the Grants to Individuals databases. In addition to the two Foundation Center databases, the library offers directories and grant guides, government resources (including resources specific to the state of Florida), subject guides, information on grants for individuals, and numerous other books pertaining to grantsmanship, nonprofit management, fundraising, and scholarship.

The Vegso Community Resource Center Grant Library is free and open to the public from 9:00 a.m. to 4:30 p.m., Monday through Friday. For more information, please call the Vegso Community Resource Center at 561-620-2553 or visit [http://www.jlbr.org/vegso/grant\\_library.asp](http://www.jlbr.org/vegso/grant_library.asp).

### **Non-Profit Training and Education**

The Vegso Community Resource Center Programming Committee is committed to working in partnership with other community support agencies to develop resources for nonprofit organizations in south Palm Beach and north Broward Counties. We actively solicit relationships with groups who would like to partner and provide trainings in our facility. In the past, we have established partnerships with the Nonprofit Resource Institute (NRI), a program of the Community Foundation for Palm Beach and Martin Counties, the Center for Nonprofit Excellence, and the School of the Arts at Florida Atlantic University.

Workshops are provided on a regular basis in our facility. Trainings are offered either at no cost or at a nominal fee, with scholarship opportunities available. The programming committee solicits feedback from our constituent nonprofit agencies in order to determine future training needs. A list of upcoming workshops is available online at <http://www.jlbr.org/vegso/calendar.asp>. If you would like more information or wish to sign up for a workshop, please contact 561-620-2553.

### **Done In A Day**

A DIAD is when our Junior League members serve the community through short-term or one day, no/low cost projects or events. The Junior League of Boca Raton reaches out to the community with thousands of volunteer hours per year. If your organization needs volunteers for an event or project, please contact us at 561-620-2553 or [info@jlbr.org](mailto:info@jlbr.org).

### **Small Community Projects**

Our Small Community Projects initiative was created to further meet the needs of community organizations looking for assistance. The committee will implement between three and five community projects per year that require both volunteer time as well as a financial component. These organizations must meet the mission of the Junior League of Boca Raton. For further information, please contact 561-620-2553 or [info@jlbr.org](mailto:info@jlbr.org).