



experience the power of community

## Forward Janesville's Ambassador Grant Program

# GRANT APPLICATION

The goal of Forward Janesville's Ambassador Grant Program is to support and advance the educational, cultural, and economic interests of the community in which we work and live with a commitment to:

1. Develop leadership with a dynamic and innovative vision of the future,
2. Link the business community in partnerships with educational, governmental, and non-profit organizations, and
3. Serve as a vehicle for research, planning, and community education to anticipate and communicate the challenges of the future.

**ELIGIBILITY:** When making grant decisions, we give preference to organizations that:

- Are a current **Forward Janesville member business** in good standing (application name must match Forward Janesville business directory name)
- Are well-managed and use their resources effectively
- Collaborate rather than compete with similar organizations
- Address the root causes of problems, rather than symptoms
- Make a significant contribution to the economic vitality of Janesville
- Deliver services directly to those who need them
- Are a 501(c)3 non-profit charitable organization
- Must not be a grant recipient from previous year
- Application may be discarded for not following application rules

**EXCLUSIONS:** The FJI Ambassador's Grant Program generally excludes:

- Individuals
- Private foundations
- "Flow-through" organizations (groups that re-grant to other groups or causes)
- Labor organizations (when serving only their own membership)
- Religious organizations (for sectarian programs)
- Capital projects and campaigns
- Endowments
- General operating expenses
- Loans or loan guarantees
- Special occasion, goodwill advertising
- Multi-year commitments
- Political or lobbying activities
- Emergency financial assistance created by a lapse of public support
- Organizations that practice discrimination based on race, color, religion, national origin, ancestry, age, sex, sexual orientation, marital status, physical or cognitive disabilities.

**NOTES:**

- The FJI Ambassador Grant Program has a **maximum** grant level of **\$1,500**.
- Multiple grants to non-profit organizations may range from \$500-\$1,500.
- Budget and financial statements may be requested before a final decision is made.
- Grant awards each year are dependent upon funding.
- Grant applicant may be asked to present to the FJI Grant Committee about their grant request/proposal.
- The grant recipient(s) will be selected by the FJI Grant Committee with final approval by FJI management.
- Award recipient(s) will be notified in December and will be announced at the FJI Annual Luncheon held the following January.
- Please limit question responses to 500 typed words or less and optional attachment of one marketing piece.
- The FJI Grant Committee may ask the grant recipient for a report on the program/project funded.

**DEADLINE:** Grant applications are accepted once a year at the end of October.

The purpose of the FJI Ambassador's Grant Program is to promote outreach and support the success of other FJI member, non-profit organizations within the community.



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Date \_\_\_\_\_

**Please complete this form and provide the requested information below with your application.**

The applying non-profit organization is a Forward Janesville Member Business in good standing:  Yes  No

Organization \_\_\_\_\_

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

Organization Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

The amount of the grant you are seeking \_\_\_\_\_ Project Name \_\_\_\_\_

1. Please describe your agency mission. Describe the purpose of the grant you are seeking. What specific activities, project(s), or item(s) will the grant fund? How many people would be served? Explain how they would be served. (Limit question response to 500 typed words or less)

2. How will you publicize receipt of this grant? (Please limit question response to 500 typed words or less)

3. Attach a copy of the IRS Determination Letter 501(c)3 which designates your organization as a tax-exempt, public-supported charity organization.

**Application Deadline: October 31st at 5:00 pm**

If you believe your non-profit organization qualifies for consideration for the FJI Ambassador Grant Program, submit your application to:

**Forward Janesville, Inc.**

**Attention: Ambassador Grant Program**

**14 S. Jackson St., Suite 200, Janesville, WI 53548**

**or email documents to: [ClaudineM@forwardjanesville.com](mailto:ClaudineM@forwardjanesville.com)**