**Milwaukee Jewish Teen Philanthropy 2018-2019 Grant Application**

**About the Milwaukee Jewish Teen Philanthropy Board**

The Milwaukee Jewish Teen Philanthropy Board is a community-wide program of the Milwaukee Jewish Federation that engages Jewish teens from across our community in a communal giving and learning effort to achieve our goal of *Tikkun Olam*. A diverse group of Jewish high school students from the greater Milwaukee area attend monthly sessions centered around grant making, non-profit functions, and the philanthropic model. In empowering teens to use philanthropy as a means to make social change, the sessions will cover understanding community need, developing grant strategies, evaluating grant proposals, performing site visits and practicing strategic decision-making and consensus-building techniques. The grants process is administered by Teen Philanthropy of the Milwaukee Jewish Federation and teen donors who volunteer their time.

**Guidelines**

The Milwaukee Jewish Teen Philanthropy Board responds to needs in the greater Milwaukee area by making grants that directly benefit the local community. Our mission is to develop Jewish teen leaders that collaborate and strengthen community relationships as they give back philanthropically, through *Tzedakah*, to the greater Milwaukee area.

**What We Fund**

We anticipate awarding a total of 4 to 8 grants of up to $4,500 each. Funding will be disbursed in June 2019.

Funding may be used for existing programs or projects.

Acceptable uses for grant funding include staff, administrative, and direct services expense associated with the program/project.

Milwaukee Jewish Teen Philanthropy does not support capital improvements, debt reduction, individuals, or fundraising events.

**Grant Criteria**

* Application is due **Monday, December 31st, 2018**
* In order to be eligible for a grant, your organization must have 501(c)(3) nonprofit status and operate in Milwaukee County.
* The application has three parts. Be sure to complete each part and provide all of the information in the order listed.
* All proposals must be typed with a minimum font size of 11 points.
* Grant applications may be submitted via:
* Email to AnnaG@MilwaukeeJewish.org (PDF format required)
* Fax to 414-390-5782
* Mail to Anna Goldstein, Milwaukee Jewish Federation, 1360 N. Prospect, Milwaukee, WI 53202. Submit a single unbound, unstapled copy with numbered pages.
* Do **not** include materials other than those specifically requested at this time.

**Review Process**

* Milwaukee Jewish Teen Philanthropy board members will review each grant application in January and select 8-10 finalist agencies.
* Board members may ask to meet with representatives of the applicant organization via interviews or site visits.
* Funding decisions will be made by the 32 teen board members during the month of April, and will be confirmed by the Milwaukee Jewish Federation’s Board of Directors at their board meeting on Wednesday, May 1st, 2019.
* All applicants will be notified of our decision no later than Wednesday, May 8th, 2019.

**2018-2019 Milwaukee Jewish Teen Philanthropy Board Members**

|  |  |  |  |
| --- | --- | --- | --- |
| Sara Abrams | Lauren Glusman | Daniel Moser | Aya Vlasoff |
| Jack Altman | Cara Goldstein | Danya Paley | Laura Wagner |
| Lauren Berger | Nesya Graupe | Ceci Parkes | Ava Wales |
| Sam Berger | Bennett Hermanoff | Benji Posner | Blair Wales |
| Maya Biskowitz | Arin Hirsch | Jordan Sadoff | Hayden Wasserman |
| Zach Dickman | Ethan Hwang | Asher Stein | Grant Winston |
| Brad Falender | Sydney Kaiser | Dani Steinberger | Ela Zvi |
| Ari Glasstein | Mara Kleinerman | Milo Tasman |  |

E-mail Outreach and Teen Philanthropy Coordinator Anna Goldstein at AnnaG@MilwaukeeJewish.org

with questions about the Milwaukee Jewish Teen Philanthropy grants process. No phone calls, please.

**PART 1: ORGANIZATION INFORMATION**

Organization Name:

Address:

City:       State:       Zip:

Phone number:       FAX number:

Website:       Federal ID #:       Date of incorporation:

Organization Twitter (if applicable):

Organization Mission Statement:

Brief summary of the organization’s goals, history, and programs (less than 250 words):

Total number of clients (unduplicated count) served last year:

Organization's total operating budget for the past year       and current year

Has the organization run a deficit in the last five years?       If yes, please explain.

Please list the organization’s staff composition in numbers:

Paid full-time       Paid part-time       Volunteers       Interns

Chief staff officer (name and title):       Phone:       Email Address:

Contact person (name and title):       Phone:       Email Address:

Has the governing board approved a policy which states that the organization does not discriminate as to age, race, religion, disability, sexual orientation, sex or national origin?

Yes [ ]  No [ ]

**Authorization**

An officer of the organization’s governing body (such as a board member) must sign this application, thereby authorizing the request of funds:

\*\*Please print out this form and sign the application for submission.

The undersigned, an authorized officer of the organization, does hereby certify that the information set forth in this grant application is true and correct, that the Federal tax exemption determination letter attached hereto has not been revoked and the present operation of the organization and its current sources of support are not inconsistent with the organization’s continuing tax exempt classification as set forth in such determination letter.

Name Title

Signature Date

**PART 2: PROJECT INFORMATION**

\*Note: If you are applying for general operating support, please answer the questions below as they relate to your entire organization.

Name of project/program:

Total amount requested: $\_\_\_\_\_ Total program budget: $\_\_\_\_\_

Start and end dates of project/program:        to

County of program operation:       *Note: Milwaukee Jewish Teen Philanthropy funding is limited to programs operating in the greater Milwaukee area.*

Please describe the **primary** service category of the program:

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

Responses to Sections A through D should be no more than 3 pages total and should provide the following information in the order listed:

1. **Grant Narrative: Project/Program Description**
2. Briefly describe your program and how it relates to the organization’s mission.
3. Please describe the situation (opportunity, problem, need and community) that your proposal addresses and how your project/program addresses it.
4. Explain why your organization is qualified to carry out this program. Include information on the number of staff and their experience providing the service.
5. **Client Demographics**
6. Define and document (number and characteristics) the population to be served by the program.
7. How will the funding be used to help your client population and what kind of impact will this funding have on your organization, program and/or the people you serve?
8. **Evaluation**
9. Describe the outcomes expected to be achieved by the end of the funding period.
10. How will you know this project is succeeding and how do you measure success?
11. **Funding Considerations**
12. List the top 5 funders for this project in the current year and those pending for the next fiscal year. Please include the name of the funder, the category of funding (government, corporate, foundation, individual, special event, etc.), amount requested, funding status (pending, received, denied) and the amount of funding received, if any.
13. If you receive a grant from the Milwaukee Jewish Teen Philanthropy Board, how will the funds be used?
14. If funding is not received, how will you ensure continuation of the project/program?

**PART 3: REQUIRED ATTACHMENTS**

Submit the following attachments (in the order listed) with the completed proposal:

1. The organization's total annual budget (income and expense) for the **current** fiscal year, identifying the organization’s principal sources of income.
2. Budget of the program for which you are requesting support.
3. Complete list of the organization's officers and directors.
4. Copy of the organization’s IRS Letter of Determination. \*
5. Organization’s most recently filed IRS Form 990, if applicable.\*
6. Organization’s most recently completed audit, if available.\*

\**If the organization already submitted an application for the 2017-2018 grant funding year and these forms are still up to date, there is no need to submit these forms again.*

**By submitting this proposal, I am aware that if our organization is awarded a grant, a representative must be present to accept the check at the Final Grant Ceremony scheduled for Wednesday, May 22nd, 2019.**

This is the end of the Milwaukee Jewish Teen Philanthropy Grant Application. Make sure you have completed each section of all three (3) parts of the application.

**Application due Monday, December 31st, 2018**