



# Grant Application Form

Submission Deadline March 27, 2023

The London Jewish Community Foundation, in keeping with our Jewish heritage and values, encourages and facilitates the creation and growth of endowment funds to support the Jewish community in realizing its greatest potential. Through our Grants Program, the LCF seeks to assist community organizations by financially supporting projects/programs to enhance Jewish culture, education, and leadership in London.

- **ALL fields must be filled in for an application to be considered. The form is a fillable form, please do not print a blank form and handwrite your application.**

## Key Points of Information

- The maximum amount granted per application will be \$2,500.
- Applications must be on this form to be considered. Please make sure that the form you are using has the current deadline printed on it. Applications submitted on older forms will not be considered for funding.
- Grant disbursements will be decided solely based on this written submission.
- Applicants will be notified in writing of the results of their request no later than eight weeks after the application deadline.

## Conditions of Funding

- The project/event to be supported by Foundation funding shall begin between January 1, 2023 and June 30, 2023 and must typically be completed within 1 year of receipt of the funds. Requests to spend-down funds over an extended period may be considered on a case-by-case basis.
- Any portion of the Grant which is not spent within the project period must be returned to the Foundation.

- Grants shall only be used for the purposes outlined in the Application. Proposed changes in activities or timeframe must be reported promptly to the Foundation at [ljcf1965@gmail.com](mailto:ljcf1965@gmail.com) or (519) 673-3310.
- The LJCF is to be recognized for its support of your project/event in all materials relating to the activities for which the funds are granted, on all event signage and in all promotional materials, written or electronic.
- The Grants Committee reserves the right to place conditions on the release of grants and may allocate partial funding at its discretion. Any specific condition associated with a grant will be contained in the letter of notification.

### **Project Eligibility**

- The LJCF supports projects that aim to provide value to the Jewish community, by strengthening Jewish identity, contributing to the continuity of the Jewish community in London, or that otherwise meet a community need.
- Funds may be allocated to a group or organization that engages in charitable, religious or educational activities. Funds will be paid to a registered charitable organization not to an individual.
- Where possible, projects should have measurable objectives (i.e., identify how you plan to evaluate your project and to demonstrate that you have met your project aims).
- Grants will **not** be given to foundations, political parties, for fundraising events, to support events that have already occurred, or to finance deficit reductions or standard operational costs.

### **Eligible Costs may include but are not limited to:**

- Capital Projects
- Conferences and Seminars
- Emergency Situations
- Equipment
- Programs
- Research Projects

- Honoraria/Stipends for speakers

### **Ineligible Costs**

- Salaries of any kind
- General operating support

### **Application Submission**

- **ALL fields must be filled in for an application to be considered. Please type the information for legibility.**
- Late or incomplete applications will not be considered.
- Submissions on any previous forms will not be considered.
- Applications should be emailed to [ljcf1965@gmail.com](mailto:ljcf1965@gmail.com) (preferred) or delivered to the London JCC, 536 Huron Street, London N5Y 4J5, **no later than March 27, 2023 for the July 1-December 31, 2023 granting cycle.**

### **Reporting**

- A brief Final Report Form shall be completed and submitted to the Foundation within 90 days of the completion of the project/event. Photos or copies of promotional materials should be attached to this report.
- The Final Report Form will be emailed to successful applicants and can be found on the Jewish London website at <https://jewishlondon.ca/community-links/> under the Foundation tab or can be obtained by emailing [ljcf1965@gmail.com](mailto:ljcf1965@gmail.com).
- If a Final Report is not received by the LJCF, all grant money must be returned to the Foundation.
- Information from the final reports may be used by the LJCF for promotional purposes.

**If you have questions about completing this application form, please contact:**

**[ljcf1965@gmail.com](mailto:ljcf1965@gmail.com) or call 519 673 3310, and you will be directed to the Chair of the Board, or the Chair of the Grants Committee.**

**LJCF GRANT APPLICATION FORM (for July 1, 2023-December 31, 2023)**

**Email or deliver only pages 4, 5 & 6 to LJCF.**

- Please complete all fields. This is a fillable form, do not print and then handwrite. Incomplete applications will not be considered for funding.

## CONTACT INFORMATION

<b>Legal Charity Name *</b>	
<b>Street Address</b>	
<b>City, Province, Postal Code</b>	
<b>Organization email (if available)</b>	
<b>Charity Registration Number</b>	

\* Legal Charity Name as listed at <https://apps.cra-arc.gc.ca/ebci/hacc/srch/pub/dsplyBscSrch> . The London Jewish Community Foundation will only disburse grants to registered Canadian charities.

<b>Name of Contact Person for this Project</b>	
<b>Email Address</b>	
<b>Phone Number</b>	

<b>Signatory Contact of the Charitable Organization (must have authority to bind the grantee)</b>	
<b>Email Address</b>	

## PROJECT INFORMATION

<b>Project Title</b>	
<b>Amount Requested (maximum \$2,500)</b>	
<b>Project Timetable (Start date, event dates, end date)</b>	

<b>Describe the project.</b>

**Who will benefit from this program/project? How many people will benefit from the program/project?**

**What does success look like for this program/project? What will be the benefits to the London Jewish Community?**

## **BUDGET INFORMATION**

If a category is not relevant for the project, please enter \$0. Provide additional detail below. Supporting materials may be attached, if relevant.

<b>Honoraria/Stipends</b>	\$
<b>Operating Expenses/Supplies</b>	\$
<b>Space rental</b>	\$
<b>Other (please describe below)</b>	\$
<b>TOTAL REQUEST</b>	\$

**Additional budget information:**

**List amounts requested from other funding sources in support of this project/event:**

**How will LJCF be recognized for its support of your project/event?**

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By placing an X in this field, I confirm that I understand and will adhere to the LJCF guidelines for this grants program, and that I have discussed this project with the Signatory Contact of the Charitable Organization. All funds from the London Jewish Community Foundation must be used for the purposes as stated on this application. Failure to spend the funds for the specified purpose or failure to report as indicated above may constitute disqualification from any future grants from the London Jewish Community Foundation. Successful applicants agree to provide the opportunity for interviews and access to photos of the project/event to the LJCF, which may be used in promotional materials including internal newsletters, newspapers, website, electronic media, etc.

<b>Name</b>	
<b>Date</b>	

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**For use by the LJCF Grants Committee**

**Amount approved: \$**

**Stipulations, if any:**