



**Junior League of Evanston-North Shore  
Community Assistance Grant Fund  
2024 Application Form**

**Please return completed application and supporting materials by March 31, 2024. Please send your application documents via email in pdf docs. to [jlensscholarshipsandgrants@gmail.com](mailto:jlensscholarshipsandgrants@gmail.com) or mail your application documents to the following address:**

**Junior League of Evanston-North Shore  
620 Lincoln Ave., Suite 209  
Winnetka, IL 60093**

**Any questions can be forwarded to the JLE-NS office by email or phone**

**Email to: [jlensscholarshipsandgrants@gmail.com](mailto:jlensscholarshipsandgrants@gmail.com)  
847-441-0995**



**JUNIOR LEAGUE OF  
EVANSTON-NORTH SHORE**

*Women building better communities*

**JUNIOR LEAGUE OF EVANSTON-NORTH SHORE  
COMMUNITY ASSISTANCE FUND**

The Community Assistance Grant Fund is expressly for the purpose of fund disbursement to non-profit agencies and groups, enabling the JLE-NS to respond to a critical and/or emergency need, to provide seed money needed through the first year of operation and/or to fund an event or organization that creates a significant community impact. Recipient's programs must relate to the JLE-NS Mission, Vision and Community Program. Emergency funds may not be required to relate to program, only mission and vision.

**Our Mission:** The Junior League of Evanston-North Shore, Inc. is an organization of women committed to promoting voluntarism, developing the potential of women, and improving the community through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.

**Our Vision:** Women around the world as catalysts for lasting community change.

**Our Focus:** Advancing Employment and Supporting Women and Children

**Eligibility Requirements Checklist:**

*Organizations applying for a grant must:*

- Demonstrate that the organization or program relates to JLE-NS Mission, Vision and Community Program.
- Verify non-profit, tax-exempt status.
- Demonstrate sound financial management.
- Complete the Grant Application and required supporting documentation.

### **Grant Fund Application Checklist:**

*The following must be included with this application for consideration.*

- A copy of the IRS determination letter stating your non-profit, tax-exempt status.
- A list of your Directors and Officers
- document describing your organization.
- A copy of your most recent annual report, including your yearly budget

### **GENERAL GUIDELINES**

1. Grant applications may be submitted through **March 31, 2024**. Completed applications must be received by the deadline.
2. A grant will not be awarded in consecutive years to the same organization.
3. Funds must be used within one year of being awarded and for the approved purpose.
4. The JLE-NS Grants Chairwoman will notify the applicant by email of award approval or request denial.
5. A Letter of Agreement must be signed by the organization prior to the dispersal of funds.

**Thank you for your commitment to building better communities!**  
**The Junior League of Evanston- North Shore**

**Junior League of Evanston-North Shore  
Community Assistance Grant Fund  
Application Form**

**I. GENERAL INFORMATION**

1. Name of Organization:
2. Address:
3. Telephone number:
4. Contact Person:
5. Contact phone number:
6. Contact email address:

**II. GRANT REQUEST INFORMATION - please answer briefly.**

1. Mission or purpose of organization.
2. Amount of grant funds requested. Would you accept partial funding?
3. What are the primary communities served by your organization?
4. Explain the community problem, need or issues you plan to address with this grant.
5. Describe the program, project, or event that you will be funding.
6. Please detail your operating budget for this program.
7. How will the Junior League of Evanston-North Shore be recognized for its support?

The deadline for the completed Community Grant application is for it to be emailed in pdf docs. or postmarked by March 31, 2024. Incomplete or late entries will not be considered.

The Grant Fund recipients will be notified by May 31, 2024. If you have any

questions, please email [jlensscholarshipsandgrants@gmail.com](mailto:jlensscholarshipsandgrants@gmail.com) or leave a message for the Grants Chairwoman with Lisa Martinez, JLE-NS Office Manager, at JLE-NS headquarters, 847-441-0995.

You may find additional information about the Junior League of Evanston-North Shore at our website: [www.jle-ns.org](http://www.jle-ns.org).

**Email Address:**

**[jlensscholarshipsandgrants@gmail.com](mailto:jlensscholarshipsandgrants@gmail.com)**

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