

## **2009 Project Proposal Form**

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

Since its inception in 1926, the Junior League of Montgomery has awarded millions of dollars to various organizations in Montgomery. The Junior League is unique in that each financial award is accompanied by volunteers. The following guidelines are meant to assist you in determining the best way to partner with the Junior League in serving the community.

### **Project Proposal Guidelines**

The project must address a major community need and fall within our focus area of “Strengthening Families”. We are committed to this focus by identifying and participating in programs that promote parenting skills, positive development and education of all children and youth, including those who face special physical and or mental challenges, and support of the elderly and the medically under served.

The project should ideally utilize 15-25 volunteers for 20-30 hours each in a meaningful way. The project “year” runs from June 1, 2009 to May 31, 2010. A minimum of approximately 12 volunteers must be effectively utilized in implementation of the project. Priority will be given to proposals that offer a variety of clearly defined volunteer opportunities with estimated time and scheduling requirements.

### **Proposal Review Process**

The completed proposal (2 copies) is due **Saturday, September 13, 2008**. Please deliver or mail to:

Kelly Barganier, Community Research Chairman  
The Junior League of Montgomery, Inc.  
3570 Carter Hill Road  
Montgomery, AL 36111

If at any time during the preparation process you have questions, please call Kelly Barganier at 834-2080 or contact her by email at [keb1037@knology.net](mailto:keb1037@knology.net)

The Community Research Committee will thoroughly review each submitted proposal and make a recommendation to the Junior League Board of Directors. You will be contacted by a committee member to discuss fully the proposal, and a site visit may be scheduled.

Proposed projects will be voted on by the membership in April, 2009. Projects are not officially accepted until a minimum number of Junior League members volunteer to staff the project. Thus, a membership-approved project can be denied funding if members do not choose to volunteer for the project.

A contract between the Junior League and the sponsoring organization of each accepted project will be signed in May. Checks will be presented to the selected organization at that time.

Applicants not receiving funding will be notified in writing in April, 2009.

# The Junior League of Montgomery Project Proposal Form

*Please complete the form in its entirety, using attachments wherever necessary.*

Name of Organization/Agency	
Program Director	
Contact Person	
Address	
Telephone Number	
Fax	
Email address	
Project Name ( if applicable)	
Number of Volunteers Requested	
Estimated Time Requirement Per Volunteer	
Funding Requested	\$

This project will impact Montgomery in the following area(s):

- |  |  |
|--|--|
| <input type="checkbox"/> Children and Youth      | <input type="checkbox"/> Early Intervention    |
| <input type="checkbox"/> Education               | <input type="checkbox"/> Parenting             |
| <input type="checkbox"/> Low Income Families     | <input type="checkbox"/> Domestic Violence     |
| <input type="checkbox"/> Life Skills Development | <input type="checkbox"/> Cultural Enrichment   |
| <input type="checkbox"/> Elderly                 | <input type="checkbox"/> Health and Well Being |
| <input type="checkbox"/> Youth at Risk           |  |
| <input type="checkbox"/> Other: _____            |  |

## Project Description and Administration

1. Briefly state the purpose and goals of the project.



7. Has your project been tested and evaluated? \_\_\_\_\_ If so, attach a copy of the evaluation.
  
8. Please attach a list of your current board of Directors. Would it be possible for a Junior League member to sit on this Board? \_\_\_\_\_
  
9. Please list the involvement, if any, the Junior League has had with your agency over the past seven (7) years.

### **Volunteer Information**

1. How many Junior League volunteers would be needed to implement this project? Please give an estimated minimum and maximum number.
  
2. Explain the type of work Junior League volunteers would do.
  
3. Give specific days and times volunteers would be needed.
  
4. Estimate the time needed per volunteer to complete the task.

5. Would volunteers require special training, security clearance, etc? \_\_\_\_\_ If yes, please explain.
  
6. Would Junior League volunteers be needed after completion of the Junior League's financial commitment? \_\_\_\_\_ If yes, for how long?

### **Financial Information**

1. List other organizations (including Federal or state monies, etc.) from which you have requested funding. List the grantor, the amount requested and the date you expect to be notified regarding approval thereof. If funding has already been approved, please so note.
  
2. Will a grant from the Junior League enable your organization to receive matching funds?
  
3. Briefly explain how Junior League funds will be used for this project and attach a detailed proposed budget for the Junior League funds.
  
4. Is there another resource that can assume financial responsibility for this project upon completion of the Junior League commitment?