**Community Grant Guidelines**

**2018-2019**

The Junior League of San Antonio, Inc. (JLSA) awards grants of up to $2500 to organizations, projects or initiatives (herein referred to as agencies) that have partnered with JLSA on a community placement or Done-in-a-Day project either currently or in the past.

**Agencies must adhere to the following guidelines in order for grant applications to be considered:**

* Grant applications must be submitted through the JLSA website at [www.jlsa.org](http://www.jlsa.org).
* Grant applications are considered twice a year. The application deadline for the fall cycle is November 15, 2018. The application for the spring cycle is March 15, 2019.
* Agencies may apply for multiple grants but will only be considered for one grant during each League Year, June 2018- May 2019.
* Fall grant applications that are not accepted will automatically be considered in the spring cycle.
* Proposals must include a copy of the itemized project proposal budget, most recent agency audit, IRS Letter Ruling 501(c)(3) status, and certificate of general liability insurance. Incomplete applications will not be considered

**Proposals will be evaluated based on the following criteria:**

* Applicability to [JLSA’s Community Positions](https://www.jlsa.org/about/position-statements/) (abuse, aging, arts, children, education, environment, family preservation, volunteerism, women)
* Ability to demonstrate measurable outcomes and positive impact on the San Antonio area community

**JLSA is unable to fund the following:**

* General operating expenses, including printing, office supplies, and postage
* Endowments
* Debt reduction
* Fundraising expenses
* Travel expenses
* Salaries
* Political expenses
* Religious projects
* Capital campaigns
* Acquisitions or the construction of buildings
* Routine equipment maintenance
* Routine facility maintenance
* Purchase of vehicles
* Expendable items

**Acceptance of a JLSA Grant will require the following obligations:**

* Agree to submit reports and pictures regarding the use of these funds
* Agree to include the JLSA logo on program-related materials, the agency’s website, and any agency newsletters/publications describing the project
* Agree to utilize these funds within nine months of receipt of award.

Questions may be directed to [communitygrants@jlsa.org](mailto:communitygrants@jlsa.org).