



# National Grant Guidelines

USJC Foundation  
 Attn: Grant Request  
 PO Box 64  
 Jasper, IN 47547-0064

**The application must contain sufficient information for consideration. Items of interest are:**

1. The grant application must be authorized by the Executive Director and current National President prior to submission
2. Have you utilized the budget set forth by the USJC budget committee prior to requesting funds from the USJC Foundation?
3. National submissions will be reviewed 90 days in advance of the Foundation meeting.
4. Funds will be released up to the funded amount at Foundation Meetings: January, June, and September.
5. If funds are not used for the intended use, then they must be returned to the Foundation
6. National Annual Status Report – On a positive, audited, budget a donation will be made to the US Jaycees Foundation for the same or more of the granted amount for the purpose of future grants to the organization.
7. The Foundation will discuss grant applications with the National organization as needed.
8. Grants will not be given for funds that are passed through to another entity
9. National organization can apply for a recurring grant, which would be for a maximum of five years. This money needs to be earmarked for a specific use.
10. With recurring grants, the Foundation needs acknowledgement from each incoming National President prior to funds being distributed for the life of that particular grant.
11. With recurring grants, the Foundation will give up to the requested amount per year, if available.
12. Any grant awarded is considered a temporally restricted conditional grant, contingent upon the event occurring, and is granted to the National Organization, not to individuals.
13. Upon acceptance of the grant the National Organization agrees to provide a report on the activities for which the funds were used and an overall assessment of the projects success. Please provide as much detail as possible, as this may be used to determine further grants.
14. The Foundation trustees may suspend any and all rules due to special circumstances.
15. Please send questions to [grants@usjayceefoundation.org](mailto:grants@usjayceefoundation.org)

**This request form must be received 30 days prior to the USJC Foundation Meeting at which it will be considered.**

<b>Requestor:</b>		<b>Date submitted:</b>	
<b>Submitted by:</b>		<b>Title:</b>	
<b>Address</b>			
<b>City</b>	<b>State</b>	<b>Zip</b>	
<b>Phone</b>		<b>Email</b>	
<b>Total Amount Requested:</b>		<b>Signature of Requestor:</b>	
<b>Signature of Executive Director or USJC President:</b>			

# National Grant Application Form

Please answer the following questions and include substantiating documentation

**What is the main purpose of the project for which you are requesting financial assistance?**

**What are the specific goals to be achieved with the project?**

**What is the potential benefit of this project to the National Organization, to the State Organizations, to the Local Organizations, and the local member?**

**Please list key individuals involved in this project, and what are their roles?**

1)
2)
3)
4)
5)
6)
7)
8)
9)
10)

**Is this a Recurring Request?**

**Please Specify (Leadership Academy, National Meeting, etc.):**

**Proposed Project Commencement Date:**

**Proposed Project Completion Date:**

**Is Travel Involved?**

**Will Grant Funds be Used for Travel?**

**Indicate the Place(s) to be Visited:**

**Please provide any other comments which you feel may be appropriate in support of this application:**

-----**US JAYCEES FOUNDATION USE ONLY**-----

**Received Date:**

**By:**

**Grant Reviewer:**

**Approved/ Denied**

**Recommended Funding Amount:**

**Date:**

**Foundation Decision**

**Funding Amount:**

**Date:**

**Funds Returned:**

**Date:**

**Final Report Submitted:**

**Date:**

\_\_\_\_\_  
US Jaycees Foundation Chair

\_\_\_\_\_  
US Jaycees Foundation Secretary

**Send to: USJC Foundation, Attn: Grant Request, PO Box 64, Jasper, IN 47547-0064**  
[grants@usjayceefoundation.org](mailto:grants@usjayceefoundation.org)