



JUNIOR LEAGUE OF KINGSPORT

Women building better communities

2010-2011 Mini-Grant Application

Thank you for your interest in the Junior League of Kingsport's Mini-Grant program. The JLK Mini-Grant program is designed to meet an immediate, specific need within the community. It also allows the Junior League of Kingsport to extend its service to the community by supporting other non-profit agencies with similar focus areas.

Mini-Grant requests that serve a need within the following focus areas will be given consideration: (1) developing the potential of women and (2) promoting educational opportunities for children and youth. Please read carefully the following guidelines to qualify your application:

1. Applicants must have a 501 (c)(3) status with the IRS or be within an agency with 501 (c)(3) status.
2. Requests **WILL NOT BE CONSIDERED FOR THE FOLLOWING:**
Fundraising drives, building fund or capital campaigns, individual or religious projects, or to cover administrative expenses
3. A Mini-Grant application must be completed and include the required supporting materials/documents before the grant may be considered.
4. Applications are considered individually on an annual basis. Prior receipt of a JLK Mini-Grant will be taken into consideration.
5. Current Junior League of Kingsport projects, or projects being considered by JLK for the following year, are ineligible.
6. When a Mini-Grant is awarded, the applicant must sign a contract with JLK, which includes a requirement for recognition of Junior League of Kingsport.
7. Mini-Grant recipients are required to return an evaluation form detailing use of the Mini-Grant funds within 9 months of the date awarded.

Please **RETURN FIVE COPIES** of the completed application, including copies of the required supporting materials and documents to Junior League of Kingsport Headquarters. The mailing address is 418 Shelby Street Kingsport, TN 37660. **Applications must be postmarked or received in person by September 10, 2010.** Distribution of Mini-Grants awarded will be made in January 2011.

Sincerely,

Julie Hammonds

Junior League of Kingsport Mini-Grant Program Chair, 2010-2011

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