

12701 N. Scottsdale Road, Suite 201 • Scottsdale, AZ 85254 • 480.699.1717 • [phoenixcjp.org](http://www.phoenixcjp.org)

**SMALL GRANTS GUIDELINES & APPLICATION**

*Jewish Community Foundation and the Jewish Federation have integrated to form the Center for Jewish Philanthropy of Greater Phoenix.*

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| FUNDING PARAMETERS |

* One-time grants up to $5,000. Requests for more than $5,000 will be rejected.
* Only organizations whose program or project serves the Greater Phoenix Jewish community.
* Organizations may not receive more than one small grant in a 12-month period.
* Applicants must be either a 501(c)(3) organization, a school, or a synagogue, or must have a fiscal agent that falls into one of those categories.
* Small grant applicants are eligible to participate in the CJP’s annual grant cycle.

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| WHAT WE FUND |

***We will review applications that serve the local Jewish community in the following categories:***

* Time-sensitive or urgent needs or opportunities: or requests that capitalize on a time-limited opportunity (funding or otherwise)
* New programs
* Events that serve a significant number of people in the Jewish community
* Capacity building

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| WHAT WE DO NOT FUND |

* Organizations that are **NOT** recognized as registered 501(c)(3) nonprofit entities
* General operating support or general support for ongoing programs
* Capital, endowment, ongoing or other fundraising campaigns
* Equipment purchases to replace or upgrade equipment for an office, existing program or service
* Scholarships or grants to individuals
* Projects in their entirety
* Proposals from organizations that do not follow our application procedures
* Renewed support to past grantees that have not met our reporting requirements

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| HOW AND WHEN TO APPLY |

* Applications may be submitted anytime to squen@phoenixcjp.org.
* Applications not submitted on this form will be rejected. 12-point font is preferred.
* Applications will be reviewed on a rolling basis.
* After review of your application, we may request additional information.
* The CJP will endeavor to notify grant applicants within 45 days. During the peak months of the annual grant cycle (December through February), it may longer to process small grant applications.

**Questions?** Visit <https://phoenixcjp.org/what-we-do/cjp-funding> or contact Sheryl Quen, Vice President, Community Impact at (480) 699-1717 or squen@phoenixcjp.org.



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| **SMALL GRANTS PROGRAM GRANT APPLICATION** |

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| Organization Name: |
| EIN or fiscal agent (if applicable): |
| Organization Mailing Address:   |
| Telephone: | Website: |
| Contact Person: |  |
| Title: | Email address: |
| Organization’s Mission: |
| Program Title:  |
| Program Budget: | Organization Budget: |
| Amount Requested from the Center for Jewish Philanthropy: |
| Amounts Requested from other sources:Status of Other Requests: |
| Detailed Program Description **including** funding category the program falls under: |
| Who will be served by this program?  |
| How many people do you expect to serve and how will you reach or recruit them? |

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| What are the program activities and who will implement them? |
| What is the program timeline including the start and end dates? |
| What are the measurable program outcomes? What does success look like and how will you measure it? |
| If you are collaborating with other organizations, please identify them and describe their roles. |
| BUDGET |
| Include a project budget that lists all expenses and revenue associated with the request. Possible expense categories include salaries, professional fees, marketing, curriculum, printing, etc.  |
| ***Important***: Your organization’s chief executive or board chair **must sign** the grant application.  |
| NAME | SIGNATURE |
| TITLE | DATE |