



June 2020

Dear Community Partner,

In accordance with our role of supporting our community and our partner agencies, the Jewish Federation of Greater El Paso is seeking applications from nonprofit Jewish agencies and synagogues in the Greater El Paso region.

We encourage you to apply to ensure that cutting edge, innovative and quality programs and projects remain part of the fabric of our Greater El Paso community, so we may continue to thrive and to grow culturally, educationally and Jewishly while engaging locally, nationally and with Israel.

You spoke, we listened. Please note the following changes to the *2020 granting process:

- You may apply for up to four grants with a cap of \$25k max per grant – maximum \$50k per organization. (As the first granting period is for 1.5 years this will increase to \$37.5k and \$75k respectively.)
- You may apply for a multi-year grant (up to 3.5 years) which, if funded, would receive funding at 100% for years one-and-a-half, 90% for year two and 80% for year three. Unused funds from each year may rollover.
- You may apply for one joint program in addition to the 4 grants per agency – capped at \$25k. (As the first granting period is for 1.5 years this will increase to \$37.5k)
- Institution budgets, finances, and bylaws are required to be submitted upon request only otherwise 501c3 on file suffices.
- JFed will allocate \$10k annually for one-off “emergency”/”opportunity” programs that arise outside of granting period. Maximum one per agency in 3-year time period, first come, first served basis.
- Our Granting Evaluation Committee will be made up of board members selected by our JFED President and approved by our Executive Committee – you will no longer be required to select and send representatives from your organization. You will not be required to make an in-person presentation to the committee, however you will be required to respond to questions asked by the committee within 7 days.

*Granting subject to funds raised through our Annual Campaign

- Jewish Day Schools
 - Tuition assistance – we will no longer require Jewish day schools to complete applications for scholarship funds but will designate money to assist them based on enrolment and assistance granted
 - JFed will automatically designate funds for Jewish education
- Yom Hashoah – Holocaust Remembrance Day will now be a budgeted joint program with JFed and EPHM. EPHM will no longer need to apply for a grant for this community event.



Grant Application Guidelines - 2020

We ask that you read the accompanying documentation re eligibility and requirements and that we work together in ensuring your cooperation. Please note that completed applications and required back-up must be submitted electronically to grants@jfedelpaso.org by Thursday, October 17 at noon.

Questions, comments or to schedule a one-on-one conversation, please email grants@jfedelpaso.org or call 915-842-9554. Guidance on applications will be given upon request. We will gladly assist you.

In partnership,

Handwritten signature of Ophra Leyser-Whalen in black ink.

Ophra Leyser-Whalen
Granting Committee Chair

Handwritten signature of Janet K. Wechter in black ink.

Janet K. Wechter
President

Handwritten signature of Robert French in black ink.

Robert French
Executive Director



Grant Application Guidelines - 2020

This year, the grant cycle corresponds to the funding year from **January 1, 2020 to June 30, 2021**. Funds may be used only for programs that fall into this time frame. Your funding request should be reasonable and should be supported within the grant application.

If submitting multiple applications, please rank them according to your priority on the application where provided.

Subsequent years will include grant application deadlines and funding as follows:

Thursday, October 15, 2020 deadline for grants July 1, 2021 – June 30, 2022 (Simchat Torah is 10/11/20)

Thursday, October 14, 2021 deadline for grants July 1, 2022 – June 30, 2023 (Simchat Torah is 9/29/21)

A grant application is required to be completed for each program/project. If a grant application covers more than one activity (example: a class scheduled four times in the same year) then only one application is required.

Grant applications should address one or more of the following criteria:

- New programming
- Program expansion

Priority Areas – See ***Grant Application Evaluation Criteria**

- Providing core human services
- Increasing Jewish engagement

Special consideration will be given to collaborative ventures focused on one or both of the above priorities. Please use the Grant Application Evaluation Criteria as a guide.

Application checklist:

1. Grant Application – completed and signed
2. List of names, phone numbers, emails and titles of current officers and board members.
3. First time applicants only:
 - a. Copy of IRS Letter of Determination for 501(c)(3) tax exemption
 - b. Current Bylaws

Deadline for applications Thursday, October 17, 2019 at noon by email to grants@jfedelpaso.org

- **This document is key and should be used as a guide when writing your grant**



Grant Application Guidelines - 2020

Recipient organization eligibility requirements:

- *Must be recognized 501(c)(3) institution of El Paso/Las Cruces Jewish community.
- Applications must be received by stated deadline.
- Funds may only be used for intended purposes. Any potential variation needs prior approval from the Granting chair who must get authorization from the Federation's Executive Committee
- Reporting: program evaluation must be submitted with receipts for reimbursement within 60 days of the event.
- Successful recipients will be notified of grant awards in writing by December.

*up to \$10k total will be awarded annually to recognized 501(c)(3) institutions of El Paso/Las Cruces non-Jewish community for programs of/or relating to Jewish interest.

Granting Evaluation Committee:

- Comprised of members of JFed's Board members selected by its Executive Committee and approved by the President.
- Only Granting Evaluation committee members are eligible to vote on grants - chairs are not eligible to vote.

Your cooperation is requested in order to be eligible to receive funding.



Grant Application Guidelines - 2020

Mission Statement

The Mission and Purpose of the Federation is to raise sufficient dollars to enhance the quality of Jewish life in El Paso/Las Cruces and overseas and to enable Jewish organizations in El Paso/Las Cruces to provide Jewish-oriented cultural, educational, social and recreational programs and services. The Federation's activities in furtherance of this purpose shall include, among others, an annual contribution campaign, the maintenance of endowment funds, recreational activities, and the coordination of social welfare and education activities within its area of operations.



Grant Application Guidelines - 2020

Timeline (approximate guide)

June

Letter is sent to partner organizations explaining the grant process, the requirements and a link to the application.

September

Granting Evaluation Committee Training

October

Thursday, October 17 - noon – grant applications due

Grant Evaluation Committee meetings/reviews applications

November

Finance Committee reviews recommendations by Granting Evaluation Committee

Board of Trustees reviews/approves recommendations by Granting Evaluation Committee

December

Partner organizations are notified re grants