***The Opportunity***

As the New Orleans Jewish community continues to grow and diversify, JNOLA strives to offer an inclusive set of programs and events that excite our members. JNOLA therefore invites Jewish young professionals to submit proposals for new, timely, and innovative events, programs, or projects.

JNOLA will award up to six $500 micro-grants this calendar year to members of the JNOLA community between the ages of 21-45, with three deadline opportunities. Applicants are not required to have had any previous involvement or engagement with JNOLA. We recognize that many ideas for new events may come from members of our community who have not had the opportunity to participate in JNOLA previously.

JNOLA micro-grants may fund a wide variety of events, including, but not limited to service projects, current events programs, industry-based gatherings, educational opportunities, social events, and spiritual or religious activities.

***About JNOLA***

JNOLA is a subcommittee of the Jewish Federation of Greater New Orleans devoted to attracting and engaging young Jewish professionals and developing the next generation of Jewish leaders in New Orleans. JNOLA is led by a twenty-five member volunteer board and two volunteer co-chairs and is staffed by a nonprofit professional who works for the Jewish Federation.

JNOLA’s six board committees plan numerous events for the JNOLA community on an annual basis. To learn more about JNOLA, visit our website at [www.jnola.com](http://www.jnola.com).

***Application***

In order to be eligible to receive a micro-grant, applicants must be members of the Greater New Orleans Jewish community between the ages of 21 and 45. Applicants may apply as individuals or as part of a group. If applying as part of a group, at least half of the group must meet the micro-grant eligibility criteria.

Applications should be submitted to Tana Velen at [tana@jewishnola.com](mailto:tana@jewishnola.com).

Please fill out the questions below:

**Team Members**

If you are applying as a group, please list all members of your team below noting who the primary contact is. If you are applying alone, list yourself:  
  
Primary Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone & Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
Team: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
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**Project Title:**

**Estimated number of people who will be served:**

**Questions**

1. Please list your statement of purpose for applying for this micro-grant:
2. What will your project/program/event look like?
3. What is the gap/need you’re looking to fulfill?
4. How will you recruit participants? Please note you will have the option of advertising your project/program through JNOLA’s newsletter and social media.
5. How will you know your project/program/event has been a success?
6. What, if any, follow up do you have planned after your project/program/event?
7. What is your timeline/plan for organizing this project/program?\*
8. Do you currently have a JNOLA board member sponsoring this application? If so, please list them below. If not, one will be assigned to you (not having a board member sponsor will not affect whether you’re awarded grant funding).
9. Provide a budget that includes each cost associated with executing this event. Budgets may include revenue, but should not exceed a net of $500 coming from JNOLA.
10. Have you approached other organizations to partner with or help fund your project/program/event? If so, who have you approached and, if applicable, how much funding has been offered to you?
11. Will you still have this project/program/event even if you do not receive the JNOLA Micro-Grant?

\*please note that the timeline provided will need to be followed within reason in order for recipient to receive grant funding.

***Review Process and Notification***

A panel of JNOLA board members will review all proposals according to four criteria:

* The quality of the event plan
* The qualifications of the applicant to lead the event
* Alignment of the event with JNOLA’s mission
* The quality of the proposed budget

JNOLA will notify applicants whether their proposal has been selected for funding within three weeks of the proposal submission deadline.

***Grant Recipient Expectations***

Grant recipients are expected to:

* Meet at least twice with the JNOLA staff person, once upon receiving notification of the micro-grant award and once before the project/program/event takes place.
* Spend JNOLA funds only on items that have been approved by the JNOLA staff person.
* Plan and execute event that represents the high standards JNOLA upholds as an organization.
* Include in their marketing that their project/program/event is sponsored by JNOLA.

***Payment***

When creating the project/program/event, grant recipients should expect to:

* Save all receipts for reimbursement.
* Request invoices from all vendors to be sent:
  + Via mail to:  
    Tana Velen  
    Jewish Federation of Greater New Orleans  
    Goldring-Woldenberg Jewish Community Campus  
    3747 West Esplanade Ave. Metairie, LA 70002
  + Via email to:  
    [tana@jewishnola.com](mailto:tana@jewishnola.com)
* Understand that the method of funds distribution will be determined by JNOLA on a case-by-case basis in the manner best suited for each applicant and their project/program/event.