



PENNER FAMILY ENDOWMENT

of the **YOUNGSTOWN AREA JEWISH FEDERATION**

During their lifetimes, David and Benita Penner were generous to both the Jewish and secular communities. The purpose of this endowment is to pursue tikkun olam (repairing the world) by breaking the cycle of poverty through enhancing Early Childhood Education. This age range was defined, by the donors, as birth to starting kindergarten.

Applications are due by May 24th each year. Please read these guidelines thoroughly before submitting an application:

1. Israeli organizations are only eligible to apply if they are located in our Partnership Region of Akko & Matte Asher. If organizations are located outside this region we will only accept a proposal specific to the work being done in our region. Please adapt the narrative and budget accordingly.
2. Organizations that currently receive a direct allocation from the Youngstown Area Jewish Federation and/or funding from the Social Venture Fund or the Jewish Funders Network are not eligible to apply. There is an exception for the Youngstown Area Jewish Federation and its agencies, as well as the Partnership as the donors stated that they are to be the “primary” recipients of this endowment.
3. Organizations may only receive funding from the Penner Endowment OR Thomases Endowment in any 12 month cycle.
4. Complete applications, using the form below along with all required attachments, must be emailed to Ccamps@jewishyoungstown.org by 11:59pm Eastern Time on May 24th. Incomplete or late applications will not be considered. For Israeli organizations, please note that we must receive pre-grant approval from JFNA in order to consider your request. Therefore, in order to allow enough time for JFNA to ensure your paperwork is in order, organizations are encouraged to submit this application a month before the deadline.
5. Organizations may submit multiple applications but these must be accompanied by a cover letter explaining the priority order of the requests.
6. Applicants will be notified of the funding decision one to two months following the corresponding application deadline.
7. If funding is granted, a progress report is required to be emailed to Ccamps@jewishyoungstown.org 9 months after the date on the grant check. For organizations receiving multi-year commitments the report is due 9 months after receiving the last grant payment and/or before the submission of any other proposals. For Israeli organizations this is separate from any reporting requirements to JFNA. No reminders of this requirement will be given and the committee will not entertain future grant requests until a report is submitted. The report should be 1-3 pages total and include the following information:
 - Organization name and project title.
 - Narrative addressing progress, updates and any changes to the program/project since the grant was made including successes and/or setbacks.
 - An updated accounting of the total program/project with an explanation of any changes from the submitted project budget.

Please direct all questions to Courtney Campesi, Financial Resource Development Director (Ccampesi@jewishyoungstown.org/330-746-3250 x152).

GRANT APPLICATION FORM

Organization Name	
Mission Statement	
Mailing Address	
Name, title, email & phone # of person completing application	
Website	
Organizational Budget	
Project Title	
Project Budget	
Amount Requested	
Date Funding is Needed	
Other Funding Sources (Include name of funder, if the support is approved/pending & amount of support/request-Please highlight other Partnership communities/Federations)	

The Committee funds specific focus areas as they pertain to the endowment's stated purpose (above).

Please indicate the area(s) your proposal falls into by placing a check mark in the appropriate box(es) below.

- Education
- Social Services
- Social Justice

The Committee considers specific types of grant requests. Indicate the funding you are seeking below.

- Seed/Startup funding
- Gap funding
- Capital projects (these can be multi-year grant requests for up to \$7,000/year for up to 5 years)
- Challenge grants
- Projects
- Scholarship programs

Please provide the following attachments:

1. Project budget outlining all income and expenses providing narrative description as needed.
2. Current operating budget of your organization.
3. Board of Directors List.
4. Non-discriminatory policy statement.

5. United States Organizations and Israeli organizations with a United States "Friends of" arm must submit their IRS determination letter. Israeli Organizations without a "Friends of" arm must submit a JFNA Pre-Grant Application.

If necessary, provide an explanation for the lack of any of the above documents. Do not send any other attachments.

Please submit a two page narrative proposal containing the following:

1. How does your proposal fit into the Endowment's stated purpose and focus areas as outlined above?
2. Who and how many will be served?
3. Explain the work that will be done, why it is needed and how your organization determined this need.
4. How is your organization particularly qualified to offer this project?
5. Are other local organizations doing similar work? If so, what sets you apart?
6. Who are your partners on this project and what is their role?
7. Provide your Implementation Timeline.
8. What are your goals and objectives with this project?
9. How will the project's success/effectiveness be measured both qualitatively and quantitatively?
10. What is your plan for donor acknowledgement?