



JUNIOR LEAGUE OF  
**WASHINGTON**

MEMORANDUM

DATE: August 13, 2019

TO: Potential Applicants for Targeted Grants

FROM: Junior League of Washington

RE: Posting of the 2019 Letter of Intent to Apply to the Junior League of Washington Targeted Grants Program for the 2019-2020 Cycle

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The Junior League of Washington (JLW) is pleased to announce the anticipated posting of the Letter of Intent (LOI) to apply for participation in the Targeted Grants cycle for the 2019-2020 fiscal year. The LOI form will be live on August 13, 2019. Dates detailed below are subject to change, so check [www.jlw.org](http://www.jlw.org) for updates or email [grantsandvolunteers@jlw.org](mailto:grantsandvolunteers@jlw.org).

We welcome proposal applications from organizations that focus on at least one aspect of literacy – interpreted as an individual’s ability to read, write, and speak English and to compute and problem-solve at levels of proficiency necessary to: function on the job and in society, achieve one’s goals, and develop one’s knowledge and potential – in their project goals. JLW looks for innovative programs that work to improve the literacy and life skills of women, children, and/or families; meet defined objectives when evaluated against measurable outcomes; and have strong leadership. We look favorably upon organizations that are fiscally responsible and have partnerships with the JLW and/or other organizations in the local community. Additional weight will be given to those organizations that can provide one-time or ongoing volunteer opportunities for JLW members.

Preference for the Targeted Grants will be given to programs and projects that address one or more of the following adult and/or children’s literacy considerations:

- (1) Developing Science, Technology, Engineering, Arts, and Math (STEAM) skills
- (2) Developing skills necessary to function on the job and in society, such as financial or digital literacy
- (3) Developing cultural literacy, including knowledge of history, performing or experiencing the arts, and building creative expression or visual thinking skills
- (4) Improving early childhood literacy through access to reading materials and resources in the home, classrooms, and libraries; and exposure to reading aloud (ages 0 – 5)

Grant amounts are still being finalized for the 2019-2020 cycle. Past awards range from \$20,000 - \$30,000 and we expect to award a similar amount this year. A Targeted Grant can be a single disbursement or distributed over three years, for the same amount of funding. Please indicate in your LOI if your organization would prefer to receive funding as a lump sum to spend in a single year, or if you would prefer to receive it in installments over three years.

For your next steps, follow the instructions and timeline below.

### **Step 1: Submit a Letter of Intent (LOI) to Apply**

Each grant applicant must submit a short LOI using the web form available at <https://www.jlw.org/grants>. We must receive your completed LOI no later than **8 p.m. ET on September 6, 2019**. The LOI form will go live on August 13, 2019.

Upon completion, you will receive a notice confirming that your LOI was received. We will only accept LOIs submitted electronically. Late submissions will not be accepted.

### **Step 2: Invitation to Apply**

JLW may invite you to apply for a Targeted Grant based on your LOI. If selected, JLW will notify you by **October 7, 2019**, of your invitation to apply.

### **Step 3: Complete Your Application**

JLW will send a link to the application with your invitation to apply. You must submit your organization's application via the online web form. Applications are due **at 8 p.m. ET on November 1, 2019**. Late and/or incomplete submissions will not be accepted.

### **Step 4: Interview/Site Visit**

Once JLW has reviewed your complete application, your organization may be selected as a finalist for the Targeted Grant. You will be notified by **December 9, 2019**, of your selection as a finalist. We will work with finalists to schedule a site visit at a mutually convenient date in January 2020. We will also hold a 45-minute, in-person interviews with senior members of each finalist organization on **January 25, 2020** [snow day: February 2, 2020].

### **Step 5: Selection**

If selected as a 2019-2020 grant recipient, you will be notified no later than **May 15, 2020**.

### **Who to Contact for Assistance**

For LOI and application questions, please contact [grantsandvolunteers@jlw.org](mailto:grantsandvolunteers@jlw.org).