



Competitive Direct Service Grant Application

Grant Application Due Date December 15, 2017

Mission

Zonta International is a leading global organization of professionals empowering women worldwide through service and advocacy.

Vision

Zonta International envisions a world in which women's rights are recognized as human rights and every woman is able to achieve her full potential. In such a world, women have access to all resources and are represented in decision making positions on an equal basis with men. In such a world, no woman lives in fear of violence.

For more information, visit www.zonta.org

History: Since Zonta International was founded in 1919, Zontians have been passionate about empowering women in developing countries through international service. In the more than 90 years since its first international service project was funded, Zonta International has contributed nearly US\$15.5 million to projects benefiting women in 37 countries. Through funding from the Zonta International Foundation, the Zonta International Service Program has provided training, education, health, sanitation, agricultural and micro-credit assistance to women, primarily through projects implemented by the agencies of the United Nations and other recognized non-governmental organizations. Zonta International's story does not end here. Today, Zonta International is a global organization of nearly 30,000 members in 1, 200 Zonta clubs in 66 countries. As we prepare to celebrate our 100th anniversary in 2019, we look back on some of the most significant milestones in our rich history of empowering women worldwide through service and advocacy.

History Timeline

1919 - Convention of Zonta Clubs founded in Buffalo, New York, USA. Mary Jenkins is elected first president.

1920 - Zonta colors and emblem are adopted and the first issue of The Zontian is published.

1923 - The first international project is funded to care for 115,000 orphan children and women in Smyrna, Turkey.

1927 - The first club outside the US is formed in Toronto, Canada.

1930 - "Zonta International" name is adopted as the first European club is established in Austria.

1938 - The Amelia Earhart Fellowship is established in honor of the Zontian after her disappearance in 1937.

1948 - The first Z and Golden Z clubs are founded in Burbank, California, USA.

1963 - Zonta International is granted roster-level status by the United Nations Economic and Social Council.

1968 - Zonta International elects Helvi Sipilä as the first International President outside of the US. Contributions reach 1 million USD.

1970 - Zonta International elects Angie Brooks-Rudolph as its first International Honorary Member.

1975 - Zonta International President Eleanor Jammal and UN Committee Chairman Harriette Yeckel serve as Zonta's official delegates to the UN International Women's Year Conference in Mexico City, Mexico and Helvi Sipilä serves as secretary-general.

1983 - Zonta is granted consultative status with the Council of Europe

1984 - Zonta International Foundation is established

1986 - Zonta International becomes the first NGO to support UNIFEM (United Nations Development Fund for Women) and continues to support.

1987 - Zonta International dedicates their first world headquarters building in Chicago, Illinois, USA.

1990 - The Young Women in Public Affairs Award is established.

1998 - Zonta welcomes its 1,000th club, Lomo, Togo. Zonta International Strategies to End Violence Against Women project (ZISVAW) is adopted as an on-going program. The Jane M. Klausman Women In Business Scholarship is established.

2012 - Zonta Says NO to Violence Against Women annual campaign launches

2014 - "Empowering Women Through Service and Advocacy" slogan adopted

Award Information

Application open to the public: November 16st – December 15, 2017

Application deadline: December 15, 2017 – Applications post marked after this date will **not** be considered

Review period: December 16th - January 15, 2018

Award Notification: February 1, 2018

Public Announcement at WILD: March 22, 2018

Award Date: May 22nd, 2018

Grant Period: May 22, 2018 – June 1, 2019

Estimated Total Funding: \$20,000

Expected Number of Awards: 2

Award Floor: \$5,000

Award Ceiling: \$10,000

Length of Project Period: 12 months

Eligibility

Zonta Club of Longview awards grant funding for community projects that positively impact the community and encourage individual involvement. Grant funding will support nonprofit activities or groups that make a significant impact on the lives of women, and/or those elements of our community not adequately serviced by other avenues of support to women.

- The funding recipient must be a nonprofit charitable or educational organization, a Section 501(c)(3) IRS tax-exempt organization.
- The applicant organization must demonstrate growth in programs and financial stability for a minimum of three (3) years. Consideration will be given to start-up organizations with solid references and existing donor support.
- Funding requests should be for a specific project, materials, or capital equipment.

- The Zonta Club of Longview requests appropriate recognition of its grants. For example, our club logo could be displayed in appropriate ways such as on a store front, on items purchased with grant funds and which could be used on media releases and at press conferences. We hope recipients will share their success stories and become examples to others.
- Preference will be given to proposals which:
 1. Provide for or encourage the involvement of Zonta Club members;
 2. Make a significant impact on disadvantaged women or those elements of our community not adequately serviced by other avenues of support;
 3. Funding are for new projects as opposed to well-funded or well-established projects;
 4. Funding will produce long-term sustainable results.
- The Zonta Club of Longview does not generally support or sponsor Individuals, organizations, or projects outside the greater Longview area, on-going operating expenses, political projects or those that are primarily related to a political cause, religious organizations for religious purposes, Sabbatical leaves or scholarly research, travel, tours and trips, endowments and debt reduction, fundraising event.
- Construction is not an allowable activity or expenditure under this award, purchase of real property is not an allowable activity or expenditure under this grant.

Application information

The Zonta Club of Longview provides grant funding for worthy endeavors within our community. We are a small part of a deeply committed group of women who provide service and advocacy worldwide. Members of educational groups and non-profits in the Longview area may submit request for funds by completing the Grant Application after reviewing the mission statement and grant criteria in this application.

Formatting Requirements

- 1-inch margins, white paper, 8.5 x 11
- 12-point font, Times New Roman
- Double-spaced
- Applications-minimum 5 pages, maximum 10 pages, not including appendices
- Appendices should be no more than 10 pages
- 1 copy of the entire application, no staples, binder clips instead

Budget Information

There is no cost sharing or funding match requirement.

Budgets should detail the following categories: personnel, fringe benefits, travel, equipment, supplies, contractual, and other.

Review and Selection Process

Each application will receive an initial review to verify required sections are complete before going to the strategic planning committee for review. Disqualified applications will be considered “non-responsive” and therefore excluded from the competitive review process.

After the review process, organizations recommended for award by the Zonta Strategic Planning Committee will be submitted to the Zonta Board of Directors for final approval.

Zonta Club of Longview may elect not to fund applicants with management or financial problems that would indicate an inability to successfully complete the proposed project.

Applications recommended for approval but not funded under the competition only due to lack of available funds may be held over by the Zonta Club of Longview and reconsidered in a future competition cycle.

Reporting

1. The Zonta Club of Longview requires grant recipients to provide an initial presentation at a regular month Zonta meeting to include an organizational overview and how they plan on using grant funds. The presentation will be made by the organization's Executive Director or a board member. Also, a 6 month project progress update in the form of presentation. Grant recipients will also provide a final project presentation within 30 days after the 12 month grant period concludes.
2. The Zonta Club of Longview may request communication with grant recipient's Board of Directors during the course of the project as needed.
3. The Zonta Club of Longview may request the support of grant recipients in the form of volunteers and promotion at Zonta fundraising activities as needed.
4. The Zonta Club of Longview requires grant recipients to provide a written Grant Report and appropriate documentation (receipts, invoices, etc.) detailing the use and results of the grant within 30 days of the project completion.
5. Awardees must reapply annually; the club does not guarantee funding for any future years.

Submission Information

Applications and supporting documentation are to be submitted by December 15, 2017.
(Applications postmarked after this date will not be considered)

Submit 1 complete copy of your grant application

Mail to: Zonta Club of Longview

Attention to: Application Review Committee

PO Box 3452

Longview, TX 75606

Contacts

If you have any questions regarding the grant application, please email:

zontaclublongview@gmail.com

Please **do not** contact **any** member of the Board of Directors or strategic planning committee during the grant application period.

Should the strategic planning committee or Board of Directors have any questions regarding grant application during the review process, they will contact the individual listed as the “Grant Contact Name” on the grant application.

Required Appendices:

1. Proof of Legal Status
2. Organizational chart
3. Organizational Budget – the past two consecutive years with all sources of funding
4. Grant budget with justification for requested funds – 12 month period

Appendices must not exceed 10 pages. Appendices need not be double spaced and should be placed at the back of the Grant Application.

Cover Page

The cover page is **not** included in the 10-page maximum page count and must include the information below:

Organization Name:

Organization Director:

Grant Contact Name and Title:

Grant Contact Phone number:

Grant Contact email address:

Organization Mailing Address:

Organization Website:

Service area:

Grant Application

The 10 page maximum page count includes the 5 sections below.

1. **Organizational History and Goals** (20 points)
2. **Target Population(s)** (15 points) The applicant clearly identifies and justifies the target population to be served under the proposed project, demonstrates a thorough understanding of the needs of the population, presents a clear justification of the understanding of the needs of the population, and presents a clear justification of the estimated number of program participants who will be served.
3. **Need for Assistance** (30 points) This section should address the activity for which funds are being requested and should be consistent with the goals and objectives of the organization.
4. **Organizational Capacity** (15 points) Application must clearly describe the experience of the organization's leadership, Board of Directors, partnering agencies, management, and others in the organization who will provide direct service to clients.
5. **Outcomes Expected** (20 points) How will your organization measure the impact of your service? How will it disseminate that information to the public? How will your organization recognize the Zonta Club of Longview? When the funding ends, how will your project have a lasting impact?