



2025 DEVELOPMENT GRANT APPLICATION

A NOT-FOR-PROFIT CORPORATION REGISTERED IN THE STATE OF MISSOURI

GUIDELINES

NOMINATING CLUB & GRANT CATEGORY

DETAILS OF NOMINATED PROJECT

RECIPIENT ORGANIZATION/ASSOCIATION

NOMINATING CLUB INVOLVEMENT

PROJECT SUMMARY

DISCLOSURE AND SIGNATURE

GUIDELINES

The Nominating Club:

- must have supported the organization for a minimum of **SIX** months before the application is submitted by January 27, 2025.
- must have at least **THREE** members involved in supporting the organization.
- support can be financial, or physical contributions i.e. clothing/books/food etc, or volunteer support of a project or program.
- can nominate **TWO** projects per year, an awarded project can not be applied for again until 3 years have passed.
- NB This is for a specific project within your charity's organizations, not a general contribution to the charity.

Instructions for the JotForm Platform for filing your

FAWCO Foundation Development Grant Application

The FAWCO Foundation uses Jotform to create fillable PDF forms that can be shared in a team. TFF generates forms needed through the DG cycle and shares those forms

general links with those in the DG application cycle.

Please carefully read the following guidelines. If you have any questions concerning the JotForm procedure at any time, please contact Tracy at grants@fawcofoundation.org.

1. Only ONE person, preferably the Club President or FAWCO Rep, registers/opens an account with Jotform using a generic club email. fawcorep@awccclub.org or something similar and a password of their choice. This does not need to be a Gmail address. Do not use a private email address.

If you applied via JotForm for a 2024 DG, this email and login should be used and continue to be used in the future. This is why a club email and not a personal email is preferred.

2. The JotForm login for your DG application must also be used for the Statement of Agreement, the Interim and Final Reports. Please keep a record of it. The FAWCO Foundation does not have access to your login information.

3. You may now begin filling in your JotForm DG application. Click SAVE periodically. Once you click SAVE on any page, a NEW, individual link for your application has now been generated.

4. Make use of the Tab Widgets at the top of the application. When you click on the tab it opens that specific page of the application. You can jump around the application even if you have not completed all mandatory fields of any one given page. However, the submit button will not work until all mandatory fields are complete.

5. On the last page, click SAVE and a window will open: "Submission saved as draft. We've emailed you a link you can use to continue later". You can now share this new individual link for others in your team to contribute/review/sign. There is also an option in this window to directly send this individual link to others.

6. Your login information must be shared with your project's team when you share the new individual link. Your individual project's application form can only be accessed with this log in. Once you have reached this point, the generic DG application link found on The FAWCO Foundation website to access the DG Application on JotForm is no longer relevant and should not be used or shared.

Extremely important! Please ensure your team members use the Tabs Widgets and Next and Back buttons to move through the form. They should **NOT** press submit. Only the person who registered the JotForm account should click submit. Please warn anyone with access to your individual form that they are to hit SAVE and never SUBMIT. You may need to start over if the submit button is pressed prematurely.

8. You can right click on the form on ANY page, at any time and download the whole document as a PDF to save in your files. This will help in case any information is deleted, willingly or not. Click on the three vertical dots in the upper right hand corner. Click Download, then print version. It may take 3-5 seconds for download to appear. Rename and save in your files.

9. You can also make copies and share them as you wish. There is a print button at the end of the form.

10. Once your application has been submitted, you will receive an email notification from the DG Admin that your application has been received.

Terms:

Generic DG application link = link for the DG application found on the Development Grants page on The FAWCO Foundation website. www.fawcofoundation.org. This link is NEVER to be shared with your team.

New, individual link = a new, individual link is generated for each project once SAVE has been clicked. This allows a club to submit two DG applications from the same email address and log in password. This is the link you share with your team.

Tab Widgets = found at the top of each page of the application. When you click on a tab it opens that specific page of the application. You can jump around the application even if you have not completed all mandatory fields of any one given page. However, the submit button will not work until all mandatory fields are complete.

Save = any member of the team may and is encouraged to click SAVE.

Submit = only the one person, preferably the Club President or FAWCO Rep, who registered/opened the JotForm account can click the Submit button.

If you have any issues with using this form or any questions please email grants@fawcofoundation.org

We recognize this is a new process for the application please work with us to make this a better process.

SECTION A: NOMINATING CLUB & GRANT CATEGORY

FAWCO CLUB NOMINATING THE PROJECT *

Full Name

CLUB PRESIDENT *

Full Name

Email

FAWCO REP *

Full Name

Email

DEVELOPMENT GRANT CATEGORY - choose ONLY ONE box *

- ☐ Education
- ☐ Human Rights
- ☐ Global Issues
- ☐ Environment
- ☐ Health

2025 GRANT CATEGORIES

Education THREE Grants are available at \$5,000 each

1. Educating Women & Girls Worldwide - sponsored by Renuka Matthews
2. The Coughlan Family Education Grant - in recognition of the generosity of the Coughlan Family
3. Hope for Education - sponsored by Michele Hendrikse DuBois in memory of her parents Joan and Denis DuBois

These THREE awards are for projects:

- promoting literacy and supporting academic studies,
- that build or provide classrooms, libraries, or general learning facilities for disadvantaged women/children,

- that provide training designed to lead to economic and social empowerment for women and girls.

Human Rights TWO Grants are available at \$5,000 each

1. FAUSA Effecting Change for Women and Children at Risk
2. Breaking the Cycle - sponsored by the FAWCO Foundation*

These TWO awards are for projects:

- providing vocational training, teaching practical skills, promoting social entrepreneurial initiatives for at-risk/marginalized population groups,
- addressing the critical problems of violence, food, shelter, healthcare, education, poverty, advocacy, human trafficking, prostitution, refugees, including all those impacted by economic, political or other forced migration,
- promoting cultural understanding.

Global Issues TWO Grants are available at \$5,000 each

1. Close to Home I - sponsored by the FAWCO Foundation*
2. Close to Home II - sponsored in part by Linda Work

These TWO awards are for projects:

- that fall within any of the FAWCO focus areas with which we align our Development Grants i.e., Education, Environment, Health, or Human Rights.
- that recognize the club's local charities often overlooked on the world stage,
- that takes place in the nominating club's home country.

Environment ONE Grant is available at \$5,000

1. For the Health of our Planet - sponsored in part by the AIWC Cologne

For projects:

- which contribute to supporting environmental action,
- that help mitigate climate change,
- aimed at restoring the health of our planet.

Health ONE Grant is available at \$5,000

1. Critical Health Concerns - in memory of John S. Kobacker

For projects:

- providing medical treatment, diagnostic services, preventive care, or medical counseling.
- that include but are not limited to cancer, HIV/AIDS, communicable, non-communicable, environmental diseases, substance abuse, life-improving

surgeries, mental issues, the critically ill, the disabled, the aged, medical transport, special needs and maternal health for mothers and children.

*These awards are sponsored by the ongoing generosity of our members.

SECTION B: DETAILS OF NOMINATED PROJECT

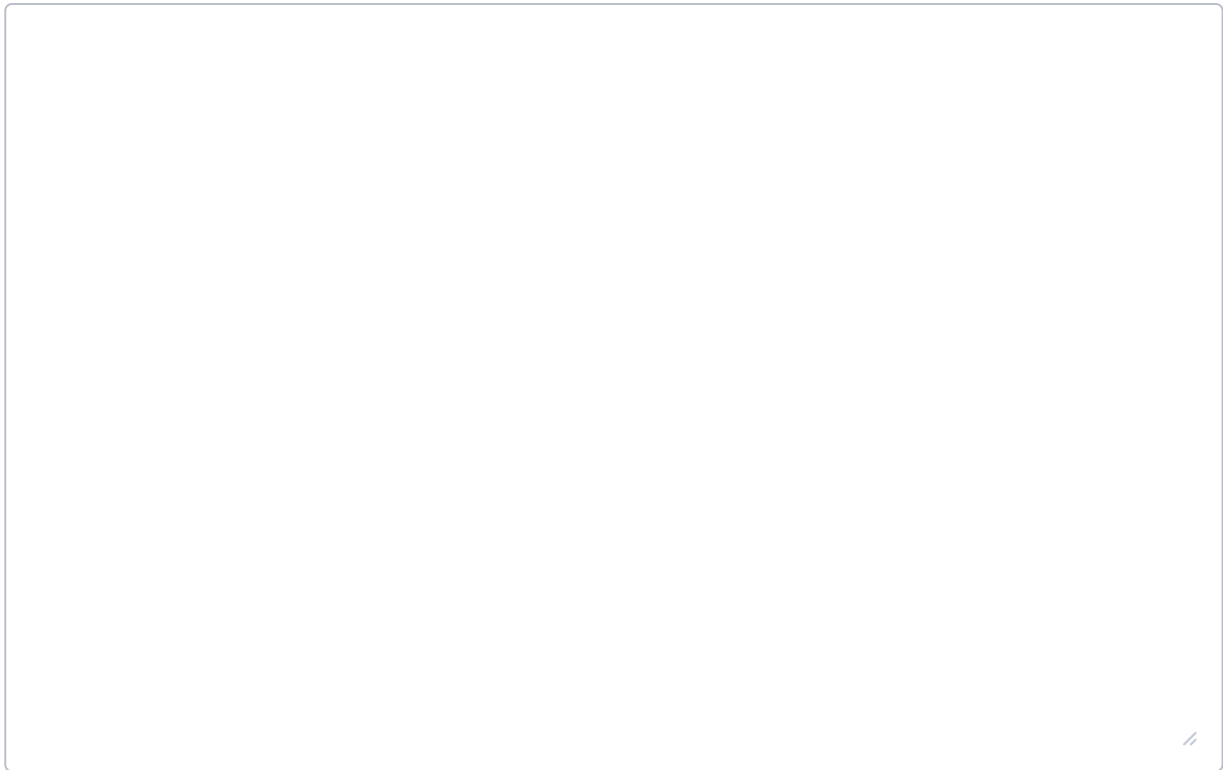
Name of project *

Location of project *

Describe the project - max 100 words *

0/100

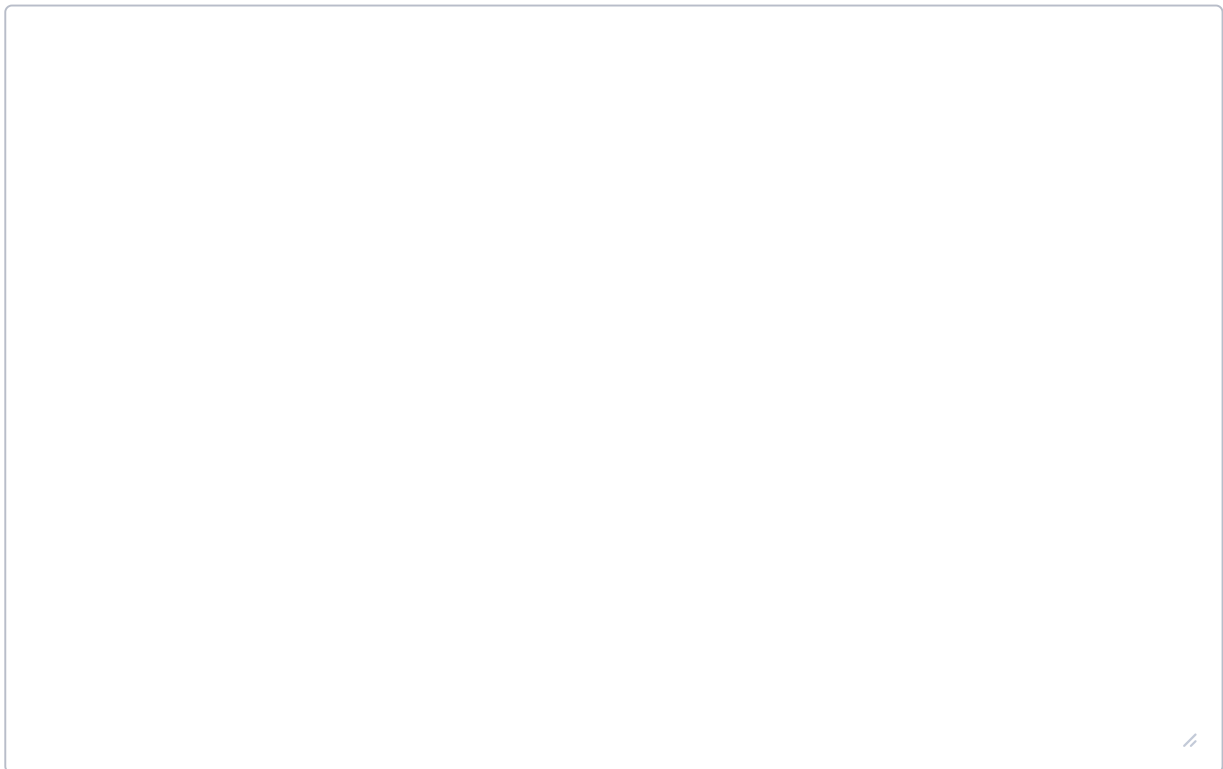
What issue will this Development Grant address - max 100 words *



0/100

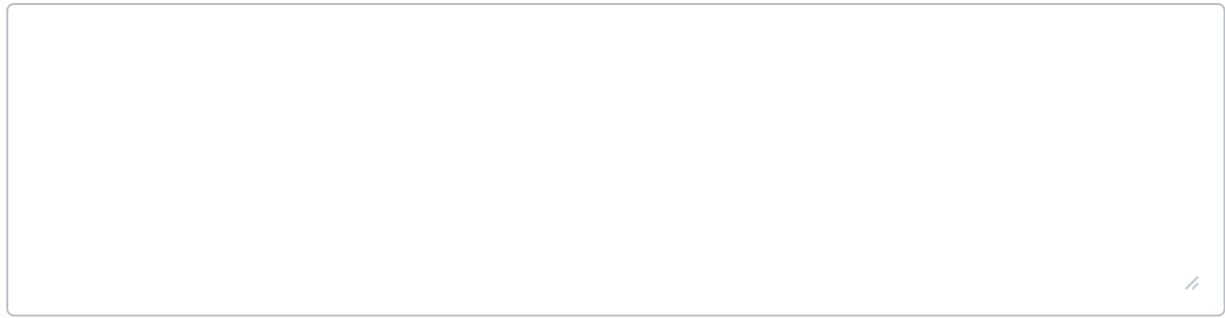
How many people will receive aid or be directly impacted by this Development Grant? *

In what positive way will this Development Grant impact the community? max 100 words *



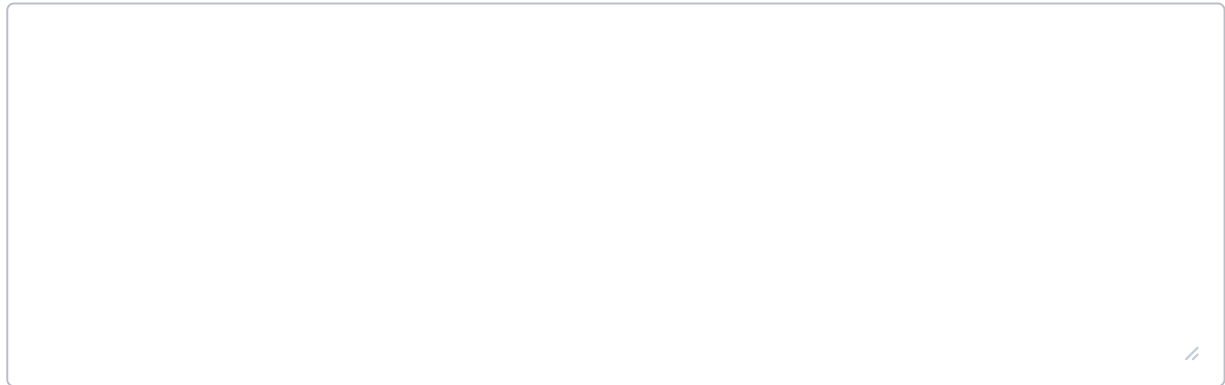
0/100

In 12 months time how will you evaluate the impact of this project? Please be specific. *



0/50

How specifically will this Development Grant be used. What will the \$5,000 be used for precisely? Your budget should add up to approx. the award amount of \$5,000. Include the Item/Activity and the Amount per Item/Activity. For Example : Provide 100 Books = \$800 *



SECTION C: RECIPIENT ORGANIZATION/ASSOCIATION

Provide information about the organization or association that will receive the funds.

Full name of organization being nominated *

Organization address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Country

Email *

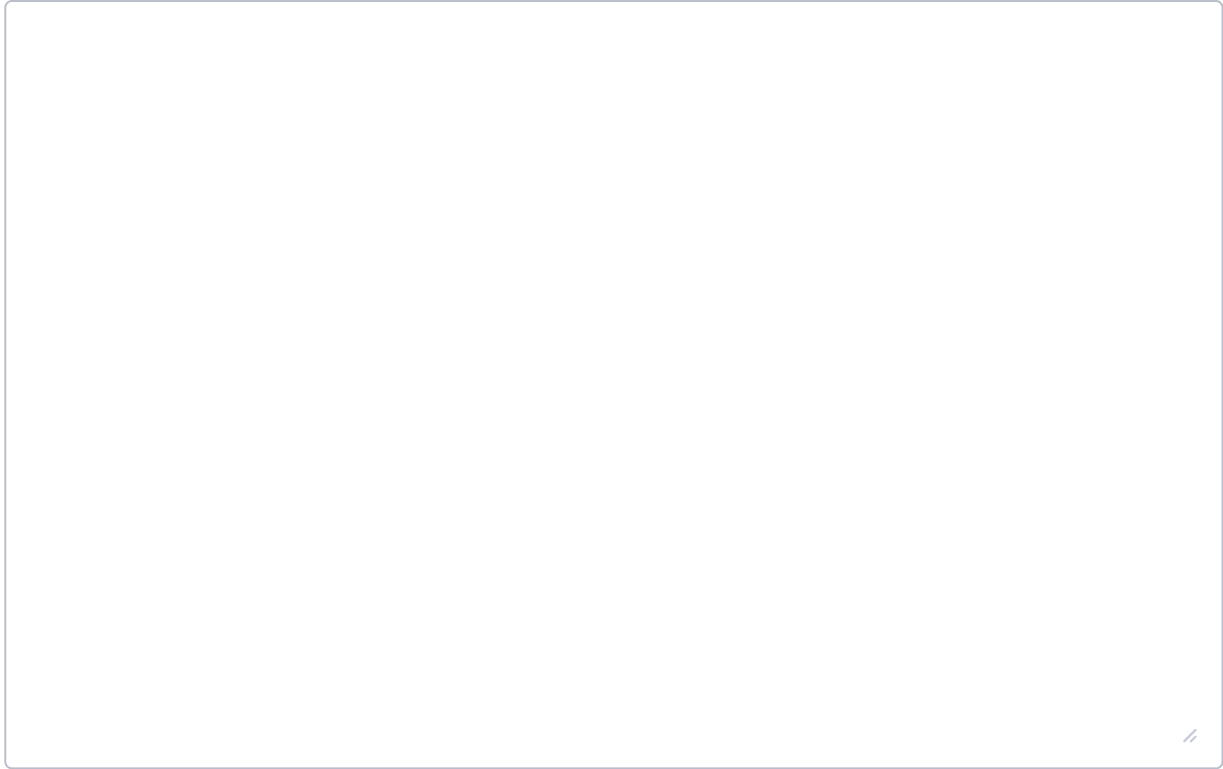
Phone Number *

Area Code

Phone Number

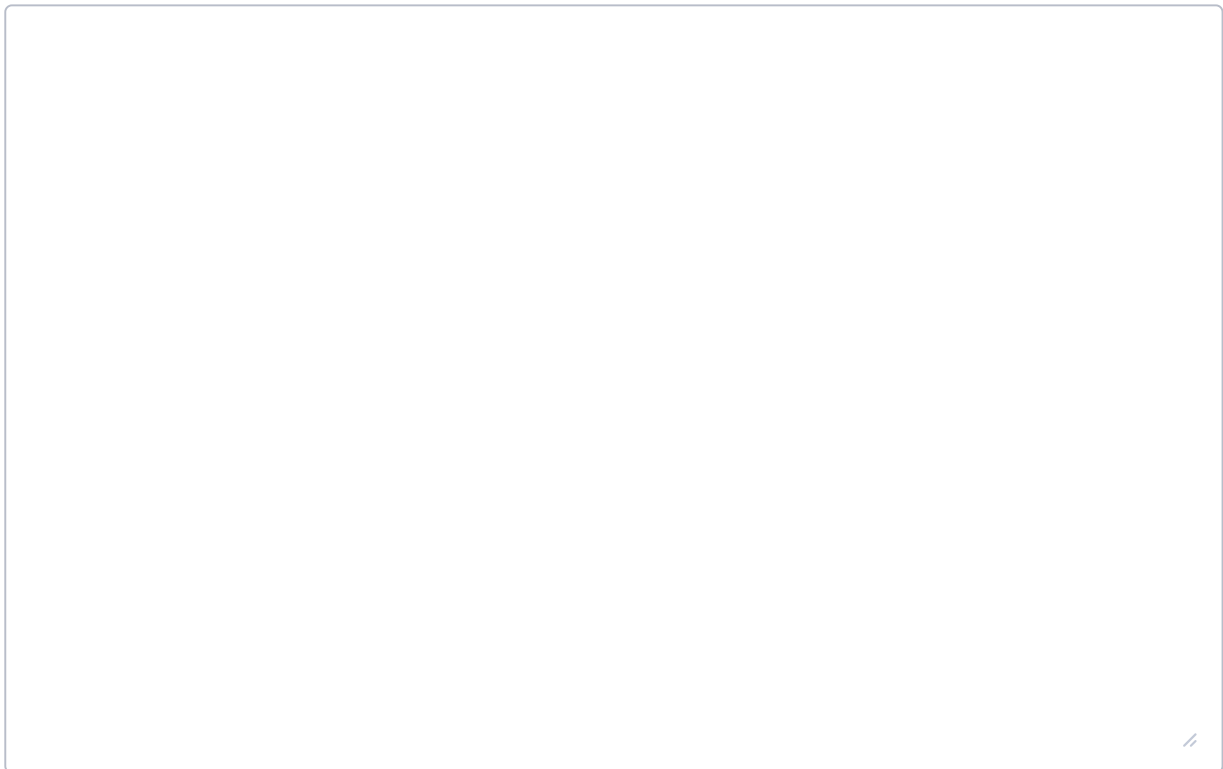
Website (if available)

Describe the organization's purpose/mission and population served. - max 100 words *



0/100

Describe the staffing of the organization. Include information such as size of staff, number of paid staff, number of volunteers, etc. - max 100 words *



0/100

Please list current funding sources and the percentage the organization receives from each source. The total must add up to 100 percent. For example 10% Local School, 20% Government *

Is there a “Parent” or “Umbrella” organization administering the project? (For example, The Salvation Army, UNICEF). If so, please provide the following information:

Full Name

Website

Address

Street Address

City

State / Province

Postal / Zip Code

Please Select

Country

SECTION D: NOMINATING CLUB INFORMATION

How did your FAWCO club become involved with this organization? max 100 words *

0/100

How many months/years has your club been supporting the organization? *

How has your FAWCO club given support to the organization? Please be specific by listing the type of support/by who. - max 200 words *

0/200

NB Support of the organization:

Support can be: direct financial contributions, physical contributions such as clothing/food/book drives, etc., or on the ground volunteer support of a project or program. All should be listed above.

SECTION E: PROJECT SUMMARY

Please write a summary describing the project, the problem this Development Grant will fund and how the \$5,000 will be used to accomplish the project's goal. This summary is what will appear on the ballot and what clubs will use as a basis for their votes. max 200 words *

0/200

Please upload a maximum of **TWO** photos of your project. This is not required for the application and will not appear on the ballot, but if you receive a grant these photos will be used during the presentation of the grant at the FAWCO Interim Meeting in March 2025.

File Upload *



Browse Files

Drag and drop files here

SECTION F: DISCLOSURE AND SIGNATURE

The nominating FAWCO club takes full responsibility for the validity of the information contained in this document and to the best of its ability has determined that said project is not-for-profit, has NO POLITICAL AFFILIATION, and is not involved in any illegal, unethical or discriminatory activities.

Name of nominating Club President *

Full Name

Email

Date of Application *

DD-MM-YYYY



Date

President's Signature-by typing your name below you are 'signing' your name. *

President's Signature