



2017 MTJC Foundation Community Grant Request

Each year the Montana Jaycee Foundation will grant the interest earned from the Foundation Trust Fund to a Montana Jaycee Program or Local Jaycee Chapter Program of vital need to Montana communities. The Grant may be for the total funds available or may be split among the approved requests. As of May 2nd 2015, The Foundation Board Committee voted on changes to the Grant application to require a Project Management Guide (PMG) in order to qualify for the community grant. If you or your chapter wish to share in this fund, please complete the following Grant Request Check List.

All submissions (check list and PMG) should be sent to the Montana Management VP, Anna Weidinger at: anna.weidinger@fib.com. They may also be mailed by USPS to: Anna Weidinger 212 Terry Ave. Billings, MT 59101

Grant Deadline: April 24th 2017

Chapter Requesting Funds:	
Grant Amount Requested:	
Chapter President signature (Required):	
Submit PMG by 04/24/17. This should include: <ul style="list-style-type: none"> • PMG Cover- Project Information & Basic Contact info. • Step 1 (Planning) • Step 2 (Project Overview) • Step 3 (Steps to implementation. Note: This is an indication to Foundation when the community grant funds are to be appropriated to chapter if awarded the Grant.) • Step 4 (Critical Contacts) • Step 5 (Specific materials, supplies, and resources required) • Step 6 (Proposed Budget- include any additional funds other than the community grant if applicable.) • Step 7 (Potential Problems and Solutions) 	
Steps 8-10 (Evaluation, Results, & Final Financial Statement) should be submitted to Foundation PM & Committee Board after Project has been completed.	