



THE DAUGHTERS OF PENELOPE FOUNDATION INC

Presents .....

## **Bridges Incentive Grant Program** ***Building Community Bonds***

**Bridging the Daughters of Penelope with the communities we live in, building community bonds and promoting the good works of our organization.**

### **What is the Bridges Incentive Grant Program?**

The program was established to recognize and support local and district incentives that would build a bridge between the Daughters of Penelope and the communities we live in, while promoting the ideals of the Daughters of Penelope through community service, civic responsibility and family excellence.

This year, the Foundation will recognize and select two (2) exemplary programs/projects that benefit a local qualified 501(c) 3 organization within the Daughters of Penelope district or chapter level. **Your chapter or district may submit only one (1) program/project proposal** with an application and the completed proposal must be **implemented and submitted by the May 3<sup>rd</sup> deadline**. Those selected as grant recipients will have a matching grant donation of \$500 donated by the Foundation in their name to a single (1), qualified 501(c)3 organization. All applicants not selected are encouraged to reapply for the awards in the next call for proposals.

Funding for the incentive grant comes from the Foundation directly. As the program expands, it is possible that there may be contributors who would like to fund the program. If so, the benefactor's name would then be recognized in all printed materials associated with the Bridges Incentive Grant Program. Sponsors are encouraged to contact Foundation Grant Chairman Kathy Leles or Katherine Karafotias.

### **What are the Program's Goals?**

- To strengthen our bonds in our local communities bridging the gap between the Daughters of Penelope and the communities we live in
- To reward and encourage creativity and innovation in the Daughters of Penelope
- To perpetuate the works of our Order at the grass-roots level
- To promote volunteering, charitable giving and family excellence
- To motivate and inspire membership participation
- To stimulate the development of new ideas

### **What Kind of Projects will the Foundation Support?**

The Foundation will support unique civic, cultural, educational or charitable programs that benefit a qualified 501(c) 3 organization within a local chapter or district area and that have the potential to radiate excellence. By this, we mean that the project should lend itself to serving as a model for other chapters or districts to adapt, modify, or replicate, thereby strengthening the entire organization. The selected 501(c) 3 organization should be in existence for a minimum of 5 years.

**For more information, please contact:**

**Kathy Leles – Foundation Grant Chairman**

**kleles@att.net**

**Katherine Karafotias – Foundation Grant Committee Member**

**karafotias3499@comcast.net**

## What Form Should a Proposal Take?

- I. Cover letter of transmittal endorsing the proposal and signed by the Chapter President “if it is a chapter proposal” or the District Governor “if it is a district proposal”.
- II. Cover page which lists the following in this order:
  - A. Chapter name and number and/or District name and number.
  - B. Contact person’s name, current office held, address, phone # and email address
  - C. Priority Area(s)
    - Civic
    - Cultural
    - Educational
    - Charitable
  - D. Title of Project
- III. A two-page summary of the project that includes:
  - A. A brief description of the project
  - B. Budgetary considerations
  - C. Its goals/objectives
  - D. Benefits or results achieved
  - E. Name and mailing address of the 501(c)3 organization that will benefit from this grant and website address if applicable.
- IV. A one-page timeline of specific tasks that would be necessary for the implementation/replication of the project.
- V. Additional comments up to one page which may address:
  - A. How the project will help others to attain a higher level of excellence in their own community.
  - B. Success stories or personal testimonies.
- VI. Copies of press releases from your local newspaper if it applies.
- VII. Proof that the one organization on this application is a 501(c) 3 organization must accompany grant application in order to be considered, please provide a copy of the organization’s most recent 501(c) 3 letter.
- VIII. A copy of your tax deductible receipt(s) for the donation(s) from the 501(c)3 organization or a letter on the 501c3 letterhead regarding the donation amount and what it was for.

**The matching grant donation will be dollar for dollar with a maximum limit of \$500.**

**The donation will be made by the Foundation in honor of the chapter/district’s name to the single, qualified 501(c)3 organization on your application. Multiple organizations on one application will not be accepted.**

**Proposals will be acknowledged within 2-4 weeks of receipt and the Foundation will announce the recipients at the Supreme Convention.**

All proposals should be postmarked by **May 3, 2024** and sent to:

**Kathy Leles - Foundation Grant Chairman**

1223 Pyrenees Ct.

Tracy, California 95304