



Junior League of Columbia

“Done in a Day” Project Application

2011-2012

The Junior League of Columbia, Inc. is an organization of women committed to promoting voluntarism, developing the potential of women, and improving communities through the effective action and leadership of trained volunteers. Its purpose is exclusively educational and charitable.

The League (JLC) engages our volunteers across the community with various community projects including “Done in a Day” projects to meet our vision of strengthening the health and well-being of children and families in the Midlands. Each year, the League solicits applications for “Done in a Day” projects where our Junior League members will assist local non-profit organizations or social service agencies through hands-on volunteer work. A suitable project would allow volunteers to work a three to four hour shift on a one time basis between August 2011 and May 2012. Examples include food drives, staffing events, preparing resources for clients, hosting celebrations, and facility improvement/clean up days. While some JLC members are able to provide weekday assistance, weeknight and weekend projects are generally preferred.

These projects offer opportunities for our members to be exposed to different issues facing our community and the organizations that are addressing them. They allow our organization to partner with others, and help our over 500 active volunteers be involved in making a difference in the community.

Done in a Day projects should be meet the following criteria:

1. **Done in a Day projects must include a request for volunteers.** While funding is available to assist with these projects, requests for only funds will **NOT** be accepted.
2. The League cannot provide volunteers for fundraising for other organizations.
3. The project must relate to the focus area of Healthy Children.

Organizations whose projects are selected will be notified and will be able to work with members of our Done in a Day committee, who are available to help with planning, purchasing, and logistics.

The deadline for the submission of applications is August 1, 2011.
Organizations meeting this deadline will be notified by mid August of final decisions. Applications received after the deadline will be reviewed and considered based upon availability.

To submit be considered for a Done in a Day project, please submit the following information either electronically to the attention of Caitlin M. Williams or Cristy Marshall at info@jlcolumbia.org or by mail to:

The Junior League of Columbia
Attention: CRPD/Caitlin Williams/Cristy Marshall
2926 Devine Street
Columbia, SC 29205

“Done in a Day” Project Application

I. ORGANIZATION/AGENCY INFORMATION

Name of Agency/Organization Requesting Assistance:

Agency Address:

City/Town:

Zip/Postal Code:

Phone Number:

Executive Director/President:

Contact Person for Projects and Title:

Contact Phone Number and Email Address:

Number of years in operation:

Mission/Purpose of Agency:

Has the organization received JLC assistance in the past? If so, give the date(s) and describe the assistance received.

II. PROJECT DETAILS

1. Provide a brief overview description of the project for which you are requesting assistance. Include in your response the following:

Project Title:

Number of Volunteers Needed for Project:

Funding requested:

Total cost of Project:

Specific Use for Funds:

2. Identify the dates and times for project.
3. Describe the community need that this project will fulfill.
4. Identify the goals do you expect to accomplish through this project.
5. Describe the demographics of your client population served by this project.
6. Is special training needed or preferred for the volunteers? If yes, please explain.

7. Does the project implicate any safety concerns for the volunteers?
8. How will the organization evaluate the project and its impact? Is the organization willing to share its evaluation with the League?
9. Explicitly state how this project relates to the Junior League of Columbia's focus area of Healthy Children?