



Grant Recommendation

Updated June 2018

Office use only:

For Grant-making Procedures, please refer to the Policies and Procedures Booklet. JCF will not forward any enclosures with grants.

1. **NAME OF FUND:** _____ **Fund #:** _____

2. **RECOMMENDED CHARITY**

Name of Organization: _____

Address: _____

ATTN: (name/title/dept.): _____

3. **GRANT AMOUNT** (minimum \$100; \$36 for children's funds): _____

4. **RECOMMENDED PURPOSE** You may not use your JCF fund for impermissible benefits (see section 8 below). The grant is issued as a general contribution, unless you select one of the following:

- Annual Campaign
- Capital Campaign
- In memory of _____
- In honor of _____
- Other: _____

The grantee may notify an individual not on the fund (optional):

Name(s): _____

Address: _____

6. **GRANT ACKNOWLEDGEMENT** Grants are sent with a letter that includes the name of your fund and:

- The name(s) and address(es) of the Fundholder(s)/Authorized Parties signing this form
- The name(s) and address(es) of the following Fundholder(s) and Authorized Parties named on the fund: _____
- ANONYMOUS (fund name and fund participants are not listed)

7. **COMMENTS TO JCF STAFF** concerning the processing of this grant:

8. **CERTIFICATION & REQUIRED SIGNATURE(S):** By signing this form, I hereby certify that neither I nor anyone else will receive any impermissible benefit from a recommended grant to this charitable organization. This includes, for example, admission to charitable events, memberships that have a non-deductible portion, tuition, raffle tickets, and goods or services bought at a charitable auction. In addition, this grant recommendation is not for the benefit of specific individuals or families, and is not made for lobbying purposes or to support a political campaign. I understand and acknowledge that I cannot claim a charitable deduction for grants made by JCF.

Print name(s) of person(s) signing this form: _____

Signature(s) (Stamps and electronic signatures are not acceptable): _____

Daytime phone or e-mail address: _____ Date: _____

Please send me more Grant Recommendation Forms