



Grant Guidelines

1. A Major and/or Minor Grant will be selected each year.
2. Major Grants are up to \$5,000 and are given to organizations that have qualified under these grant guidelines.
3. Minor Grants are \$4,999.99 or less, and are given to organizations that have qualified under these grant guidelines.
4. Grants are limited to tax exempt, nonprofit organizations in Oklahoma County and the surrounding areas. Grants will not be awarded to individuals.
5. Each grant applicant is required to provide the completed grant application, proof of tax exempt and nonprofit status, provide a current list of board of directors, and fiscal year budget including actual expenditures and disbursements.
6. Completed grant applications must be submitted or postmarked no later than January 15, 2024.
7. Junior Hospitality Club, Inc. does not grant funds for annual campaigns, endowments, sectarian religious purchases or purposes, loans or direct financial assistance to individuals, academic scholarships or fellowships, research grants of a highly technical nature, full-time, part-time, temporary salaries or consulting fees, replacement of operating budget funds which have been used for the prior purchase of the subject of the grant request, and/or capital equipment or improvements for public schools.

8. All applications and programs for which funding is requested will be given the same consideration and will not be discriminated against based on race, religion, creed, sexual orientation, gender age, or political affiliation.
9. Grant committee members and general membership will not discuss an applicant's grant request with another organization.
10. Contracts will be provided to each grant recipient outlining funds, items granted and approved use.
11. All grant monies will be presented at the May Social by the Treasurer. The grant money will only be presented after the contract has been signed by the grant recipient and the Treasurer. After the grant monies have been spent, the selected non-profit is responsible for submitting a grant evaluation by December 31st of that year.
12. If a grant recipient organization fails to provide specific, applicable, written documentation by December 31st of the grant receipt year confirming the use of the awarded funds for the purpose granted, then the funds will be returned to Junior Hospitality Club.
13. Grant guidelines will be re-evaluated each year by May.

Any deviation from these guidelines by the Treasurer and/or President must be presented to the Board of Directors.