

Jordan Family Foundation

Attn: Susan Walker

2800 W. 21st. Street

Erie, Pa. 16506

As lifelong residents of Saegertown, Mr. and Mrs. Chalmer C. Jordan raised three children and built a successful business in their community. That success has allowed for the establishment of The Jordan Family Foundation, whose purpose is to make the Borough of Saegertown, Pennsylvania a better place to live and work. This can be accomplished by building civic pride and supporting the initiatives of the numerous civic groups within our community.

Eligibility and Application Guidelines

- The project must enhance or otherwise benefit the community of Saegertown.
- The organization must be tax exempt under Section 501(c)(3), as demonstrated by a copy of the applicant's IRS determination.
- Organizations that are not independently incorporated as tax-exempt may apply through a qualified incorporated "conduit" organization, i.e. The Borough of Saegertown, PA.
- The organization must not discriminate on the basis of age, race, color, religion, national origin, handicap, sexual orientation, marital status, gender or gender identity in any program or activities receiving funds.
- Applications must be postmarked by March 31st or September 30th for consideration. Funds will be distributed by June 30th and December 31st respectively.
- Full project budgets should be included in this application.
- No awards will be made to individuals.
- All applications must be submitted using official Jordan Family Foundation application forms and mailed to the **address listed above.**
- A final report, with copies of invoices, must be submitted and a visit will be made upon completion of the project.

Evaluation Criteria

- Evidence of community interest and support.
- Positive impact on the community.
- Non-duplication of existing programs and services.
- Qualified staff with ability to plan and to implement the plan.
- Evidence of organizational stability and/or fiscal responsibility.
- Accuracy and appropriateness of the budget.

Jordan Family Foundation Project Grant Application Form

Submission Deadlines

- Applications must be postmarked by March 31st or September 30th for consideration. Funds will be distributed by June 30th and December 31st respectively.

Organization Data

Organization Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email Address: _____

Project Information

Project Name: _____

Start Date: _____ Completion Date: _____

Project Location: _____

Please submit a brief narrative to explain what the funding will be used for and how it will benefit the community of Saegertown, PA.

Project Budget

Income

Amount of Request \$ _____

Expenses

\$ _____

Total Expenses \$ _____

Application Certification

I certify that the information contained herein and in all attachments and supporting material is true and correct, the filing of this application has been duly authorized by the governing body of the applicant, and the undersigned have authority to execute this application on behalf of the applicant.

Signature Date

Signature Date