

# Large Project Grant Guidelines

Journey Outreach is currently not accepting any unsolicited proposals for large project grants at this time.

## What is a Large Project Grant?

Since 2004 Journey Outreach has been supporting programs throughout the world. These guidelines and policies describe how to apply to Journey Outreach for a Large Project Grant. You may wish to print out these for reference as you are [preparing your application](#). It is highly recommended that you [contact your regional office](#) prior to applying for a grant to work through the details and support you may need from that office. Additionally, if you require support from a [Journey Seminars](#) or [Conscious Company](#) office, or one of their affiliates worldwide, those details and agreements should be made in advance and must be included in your proposal.

We define a **program** as an ongoing Journey Outreach activity with a lasting and reoccurring impact, and long term (2 - 5 year) plans and goals. We define a **project** as an activity with a specific beginning and end date that is intended to meet stated objectives to support a **program**. Large grants should be primarily focused on **projects** that support an existing or proposed **program**. The grant committee evaluates each proposal according to how well it meets the program goals and criteria given below. Please note that if your funding request includes a [group of scholarships](#), each participant needs to complete a scholarship application to be included with your proposal.

Large Project Grants are generally awarded to proposed or ongoing [Independent or Sponsored Programs](#). Our role in funding projects tends to fall into the following categories:

- *Enabling* - The project would likely not take place without Outreach support.
- *Safety Net* - Outreach is asked to serve as a guarantor of a project against loss. In this category the applicant promises to return any unused funds.
- *Merit/Innovation* - The project demonstrates such excellence, innovation or importance to the Outreach community that funds are granted as an award of recognition and support for further growth.

The Programs Chairperson determines which categories apply based on the information in a grant application.

## Amounts?

Grants of up to \$8,000 may be awarded in this program. Awards in excess of this amount are unusual and will be considered only if the project is deemed to have significant merit to Journey Outreach. Applicants contemplating a request in excess of \$8,000 must inform the grant board ([grants@journeyoutreach.org](mailto:grants@journeyoutreach.org)) of their intent to apply well in advance of your proposal. If you're applying for support for an event, you might want to ask Journey Outreach to serve as a guarantor, or "safety net" against loss. In this case, you would return any funds that are not needed to break even.

## Who May Apply?

Certified Journey Practitioners and nonprofit organizations worldwide may apply to Journey Outreach North America (JONA) to request funding for projects that further the [purpose of Journey Outreach](#). Applications that partner Journey Outreach with Journey Practitioners and one or more other nonprofit organizations are the most desirable.

## **When to Apply?**

Journey Outreach is currently not accepting unsolicited proposals.

## **Project Grant Awards: How do we decide?**

After you submit your application by email or by regular mail, as described on the application form under [preparing your application](#), the Programs Chairperson studies your proposal. If funding is feasible a committee will be formed with the members from appropriate Journey Outreach regional office to review your proposal. This committee meets to review your proposal based on the goals and criteria given below, and then makes their recommendations to the Journey Outreach Board of Directors that may fund the project. The reviewing Board makes the final grant review and will inform you of their final decision. Expect the entire process to take two to four months.

## **Program Goals & Evaluative Criteria:**

### **Mandatory Goals:**

1. Further the [purpose of Journey Outreach](#) by promoting and encouraging the use of Journeywork and/or Visionary Leadership tools in service to populations that can benefit greatly and would not otherwise have access to the work, including but not limited to shelters, prisons, disaster relief, orphanages, hospitals, schools, abused persons, suicide prevention, substance abuse, life-threatening diseases, and minority and disadvantaged populations.
2. Collect qualitative and quantitative evidence based evaluation data to support the use of The Journey and/or Visionary Leadership tools with the population type you are serving. How do we know we have been successful? (Journey Outreach can provide help here.)

### **Secondary Goals (not required, and can greatly increase the likelihood of receiving a grant):**

3. Development of partnership(s) with existing organization(s) supporting the population(s) you are serving.
4. Promote Journey and/or Visionary Leadership education of the staff and/or clients within organization(s) and population(s) you serve. Promote long term partnership(s) and self sustainability of the program.
5. Foster teamwork among Journey Practitioners, Visionary Leadership Coaches, Journey Graduates, and staff and/or clients of the partner organization(s).

### **Evaluative Criteria:**

1. Qualifications and abilities of the project personnel.
2. Capacity of the applicant and key staff to carry out the project.
3. Success history of the program (or similar programs) the project is supporting.
4. Extent to which the proposed project meets the needs of the community it is intended to serve.
5. Financial need of the applicant and/or community being served.
6. Cost effectiveness of the proposed project.
7. Quality of the applicant's follow-up plans for the project, including the opportunities and commitments presented.

## **Project Requirements and Agreements:**

a) Grants are given for new or expanded activity and for not picking up expenses that have been paid by other means in the past. Please note that Journey Outreach will award only one Grant per applicant per calendar year.

b) Journey Outreach supports three levels of programs: [Independent Programs, Sponsored Programs, and Pipeline Projects](#). Only Independent and Sponsored Programs may use the Journey Outreach name and logo in their work when approved by Journey Outreach. Under no circumstances shall any program or project use The Journey or Conscious Company names or logos. A grant award does not indicate that your project is or will become an Independent or Sponsored Program. You will be required to sign a contract prior to acceptance of your grant which will state the Level of Program and Terms of Support.

c) Contract Terms may include all or some of the following:

- Journey Outreach responsibilities and those of the grantee,
- Obligation of the grantee to use the grant funds only for the purposes for which the grant was made,
- Written reports from the grantee at least annually and at the completion of the project, including qualitative and quantitative evaluation data,
- Grantee receipt reporting requirements, and
- Acknowledgment of our authority to withhold and/or recover grant funds if such funds are, or appear to be, misused.

## **Funds Availability:**

Generally funds will be made available to grantees within 3 weeks after contract approval or approximately 2 months prior to your start date, whichever is later. Please note that wiring funds from the United States cost about \$50. We therefore look for less expensive ways to distribute funds internationally.

## **How to Apply?**

Follow this link for the [Large Grant Application Form](#). We suggest that you begin preparing your application well in advance of the proposal due date. If you are new to proposal writing, you may want to review some of the excellent resources on the World Wide Web, including the Foundation Center's resources on proposal writing at [www.fdncenter.org](http://www.fdncenter.org).

If you need help please email your questions to [grants@journeyoutreach.org](mailto:grants@journeyoutreach.org) and include your phone number and a good time to reach you. Your application may be submitted to that same email address or mailed to:

Journey Outreach North America  
Grant Submissions  
P.O. Box 10  
Louisville, CO 80026