

Dr. Bruce H. Jackson
The C. Charles Jackson Foundation
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Highland, UT 84003
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801-358-8450

October, 2019

Dear Applicant:

Thank you for your recent inquiry into the C. Charles Jackson Foundation.

The CCJF is most interested in projects that directly support the development of life, leadership and character competencies for students—primarily K-16. Given your interest in applying for a grant from the C. Charles Jackson Foundation this year, we have provided a brief mission and vision statement (see attached) as well as an application form (see below).

To process your request, please create one scanned file (in PDF or MS Word) that includes:

- Application Form
- Budget & Budget Narrative
- 501c3 Letter

Please also include (as separate files):

- Financial Statements
- Brochure or Program Information
- Any other pertinent documentation

For example a complete application file name may include these elements:

- University of Minnesota. Carlson School of Management. 2019 Application.
- University of Minnesota. Carlson School of Management. Financials and Reports.
- University of Minnesota. Carlson School of Management. Brochure and Peripherals.

Please send only by email (MS Word or PDF) to the C. Charles Jackson, Attention: Bruce H. Jackson. It is important that you review each question carefully—writing a logical and concise statement based on the application questions.

If you have any questions, please contact me for further instructions or clarification. The application deadline is Nov. 1, 2019. However, applications will be reviewed as they arrive so please consider sending your application in advance of the deadline.

Note: Make sure you receive an official email confirmation of receipt!

We wish you the best of luck in your pursuits and look forward to reviewing your request.

Sincerely,

Bruce H. Jackson

Dr. Bruce H. Jackson
Executive Director



CCJF Grant Request Form: 2019

Organization Name: _____
Contact Person: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Telephone: _____ Fax: _____ Email _____

1. Please identify the nature of your request (3 pages maximum). Be sure to include:
 - a. Project abstract: summarizing your complete request (250-400 words)
 - b. Outline the primary purpose of your project (limit 1 page)
 - c. Identify what makes your project unique (limit ½ page)
 - d. Identify how your project/research etc... fits the mission, vision, and values of the C. Charles Jackson Foundation (limit ½ page)
2. Please describe how you plan to measure the impact and efficacy of your project¹. Please estimate the number of individuals directly and indirectly impacted by your project. Please justify your numbers. (Limit 1 page).
3. Please disclose the amount of funds requested: \$ _____. Please include the names of others funding sources that you are seeking.
4. Are you requesting a direct gift or as part of a proposed matching campaign? If part of a proposed matching campaign, please provide applicable details. (limit ½ page)
5. Please describe how the proposed funds would be allocated and used, including:
 - a. An itemized budget
 - b. Line item narrative describing the use of funds in detail
6. Please identify the individual(s) who will be leading and reporting on this project. (A short bio would be appreciated).
7. Please provide all pertinent tax and/or 501(c) (3) information.
8. Please provide your current annual report and/or certified financial statements.
9. Please describe how the C. Charles Jackson Foundation will be recognized.
10. Please provide a list of ten external organizations (must include name, phone, & email) that will benefit from the outcomes and learnings gathered through your project. Also identify the method you will use to communicate your results with each organization.

Note: All grantee's receiving a CCJF grant is required to complete a Charlie Life & Leadership Academy beta test. Please review the options for doing so (see below), and provide a brief written plan of action and include within your application.

Please save all documents and title as follows: (Name of institution. CCJF Application.Year. Current date). Please scan and email all documentation (in PDF or MS Word format) to:

brucehackson@gmail.com

¹ Note: The C. Charles Jackson Foundation requires that all grantees provide a full written report (at least twice a year—at 6 and 12 months from receipt of funds) detailing: the specific use of all funds along with a review of the projects impact and measurable results. All unused funds are to be returned to the C. Charles Jackson Foundation. A summary of your project, its purpose, progress—including direct and indirect feedback—is to be posted on the CCJF Facebook page at the same time of your 6 and 12 month reports.

Charlie Life & Leadership Academy Options

There are 4 ways to support ongoing efforts refine and build Charlie Life & Leadership Academy courses and tools. These include:

1. Identifying 10 students to complete an assigned course and accompanying course survey (60-75 minute commitment per student). This requires an onsite admin to champion.

OR

2. Identifying 10 leadership instructors, program administrators, or combination thereof to complete an assigned course and accompanying course survey (60-75 minute commitment per student). This requires an onsite admin to champion.

OR

3. Identifying 20 students to complete a leadership program opinion survey (15 minute commitment).

OR

4. Identifying 20 instructors, program administrators, or combination thereof to complete a leadership program opinion survey (15 minute commitment).

Please note that Charlie Life & Leadership Academy offers a number of online course and digital credential scholarships each year. If you would like to inquire about these now you can click on the link below:

[CHARLIE ACADEMY SCHOLARSHIPS](#)

If you would like to send out survey requests now you can do so by using the following links:

[STUDENT SURVEY](#)

[EDUCATOR SURVEY](#)

