

Spotlight Grants

Community
Investments
Program





Important Dates

- Applications open April 1
- Applications close January 22, 2025
- Projects need to be completed, and all funds must be spent, by March 31, 2025

General CIP Guidelines

Grants should follow IRS-defined charitable categories:

- Relieve the poor, distressed or underprivileged
- Advance education and science, but not through scholarships
- Lessen the burdens of government
- Combat juvenile delinquency and community deterioration
- Lessen neighborhood tensions

Grants may not be used for:

- Fundraisers or memorials
- General community events
- Poster or essay contests
- Appreciation meals or events
- Youth awards nights or scholarships
- The benefit of Lodge members or families
- Hoop Shoots, State Major Projects, or National Elks Programs
- Salaries for Lodge employees or volunteers
- Projects that have already happened
- Donations to individuals

Spotlight Grant Basics

- \$2,000 grant is available to every Lodge
- Used for one of seven ready-made projects
- Projects focus on three issues facing every American community
 - Family literacy
 - Veteran homelessness
 - Food insecurity
- Cannot be split between multiple projects



Warm Welcome to the Library

- Partner with the local library
- Provide coats to children and introduce families to all that their neighborhood library branch has to offer
- Can be done in partnership with Operation Warm, but not required



Suds & Stories

- Make the local laundromat a center for childhood literacy and development
- While guests do their laundry, entertain their children with literacy activities



Community Baby Shower

- Consult with local hospitals, women's shelters, and other organizations
- Purchase supplies such as
 - diapers
 - baby formula
 - blankets
 - children's books
- This project requires a literary aspect



Welcome Home

- Help make a house a home to veterans transitioning from homelessness
- Contact groups such as the VA, which can identify when and where veterans are transitioning into permanent housing
- Supply basic home goods such as furniture, appliances and cutlery, or home items that are requested



Stand Down

- Coordinated by local V.A. Medical Centers and other service providers that offer various services and resources
- Purchase supplies like clothing, tents or hygiene supplies, or cook a meal for the veterans that attend



Adopt-a-Haven

- Partner with an emergency shelter or a transitional housing facility specifically for veterans
- Offer positive social and material support through maintenance projects, monthly dinners or other social events



Hunger and Essential Needs Assistance

- Provide essential needs assistance by providing food, hygiene products, and other items not covered by SNAP
- Lots of project ideas
 - Provide baskets of essentials
 - Deliver meals to seniors
 - Start community garden
 - Build Little Free Pantry
- Do not wait until the holidays to provide support





What Are Essential Needs?

- Items crucial for maintaining basic hygiene, health, and well-being
 - Food
 - Hygiene Products
 - Soap, Shampoo, Deodorant
 - Household Cleaning Supplies
 - Diapers and Formula
 - Tents and Sleeping Bags
 - Winter Clothing
- Not pins, flags, Elks-logo shirts or hats, sports equipment, luxury goods, electronics, or entertainment products

Merging a Spotlight Grant

- Beacon Grants can be merged with a Spotlight Grant to make a \$6,000 Beacon Grant

Merge Spotlight + Beacon

- Spotlight Grants can also be combined with the Lodge's Gratitude Grant

Yes! Please combine my lodge's Spotlight Grant with a Gratitude Grant

Final Reporting

- Be sure to keep your receipts!
- For donation receipts, we need either:
 - A copy of the cashed check, which can be acquired through your bank.
 - A thank you letter from the organization that received the donation (typed on official letterhead, with the amount donated specified).



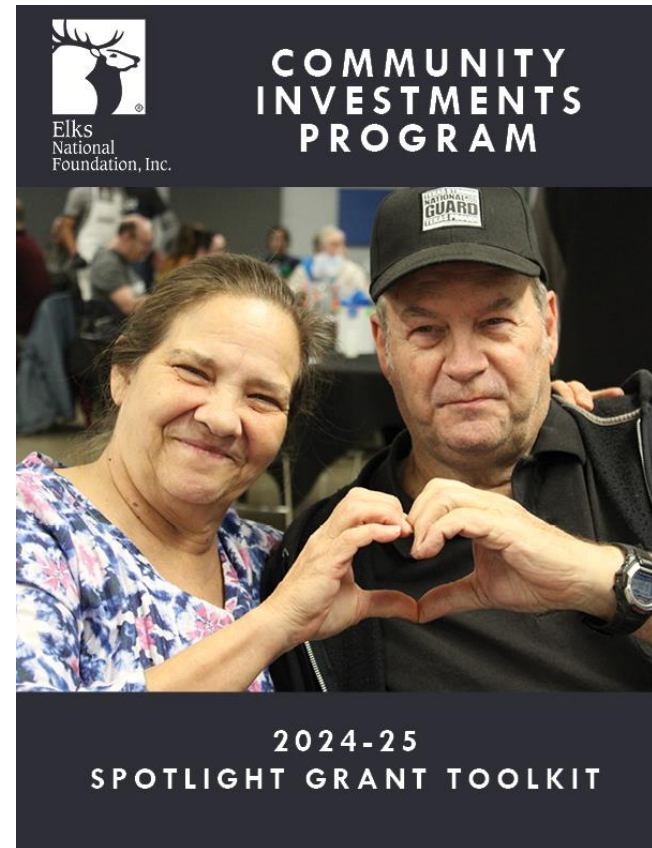


Staying in Compliance

- Overdue Final Reports
 - Due 30 days after project completion
 - Out of compliance after 60 days
- Malfeasance
- Delinquent Dues
- Compliance status can be found in the [CIP Participation Report](#)

Spotlight Grant Toolkit

- Includes
 - CIP general guidelines
 - Spotlight Grant guidelines
 - Sample applications from real Lodges
 - Individual project plans
 - Final Report information
 - FAQs



Questions?

- The CIP office is here to help you throughout the grant process, from the application to the Final Report.
- We can be reached by phone at 773/755-4730, or by email at LodgeGrants@elks.org.

Thank you for using CIP grants to make a difference in your community!

