

Grants Application

General Information

CTJ is committed to providing a home for all members of the Jewish community, regardless of financial circumstances. Membership dues are necessary for the ongoing operations of the synagogue, but they are not meant to deter anyone from joining our congregation. **Believing that we should support everyone who wishes to be members of our community, we do not deny membership or ritual training from those who are unable to pay full dues.** We recognize that many members and prospective members are faced with temporary or long-term financial constraints that would prevent them from meeting their full nominal financial membership obligations.

Our grant program is designed to accommodate to the fullest extent possible all requests for reduction of dues and fees, within our budget constraints.

Members may apply **to be approved in the following order:**

1. Building fund postponement – Building fund dues cannot be waived, only postponed
2. Membership grant – granted according to financial need
3. Religious School grant – granted according to financial need

In order to apply, please fill out this form completely, and submit it to the CTJ office. This form must be filled out every year, even if you received a reduction in dues and fees last year or for several previous years. Members' financial circumstances may have changed over the past year, and CTJ's criteria for granting dues reductions also change from year to year.

CTJ does not intend to be intrusive into the personal and financial affairs of the membership, but expects members to support the Synagogue based on true means. The information you provide will remain confidential, and will be shared only within the CTJ Finance Committee, which will evaluate your request and will respond as quickly as possible.

For any questions or concerns, or if you wish to explain the situation in person, please contact CTJ's financial secretary, at: financialsec@ctjmb.org, or call CTJ's office: 310-546-3667

Part A: Contact Information

	Adult 1 <input type="checkbox"/> Male <input type="checkbox"/> Female	Adult 2 <input type="checkbox"/> Male <input type="checkbox"/> Female
Full Name		
Home Phone		
Cell Phone		
Fax Number		
E-mail Address		



Part B: Dues & Fees Worksheet

For each category, please enter the amount due before reduction, the amount of reduction requested, and the amount due if your request is granted. If a category does not apply to you, please just enter 0.

Note: A precondition for any reduction in dues and fees for the current year is that all previous obligations have been met. Please contact the financial secretary or the Synagogue office if you are unsure of your current balance.

1. Building Fund

The Building Fund obligation is a one time fee paid over the first five years of membership. **When members have a building fund obligation and request a reduction in dues/fees, the building fund fee is postponed to future years, but is not waived.** If you are unsure whether you still have a building fund obligation, please contact the office or check the attached statement, then complete the table below.

Please check the building fund status that applies to you and fill out your request in the appropriate row:

<input checked="" type="checkbox"/>	Building Fund Status	Fee		Amount Due this year to be postponed
	Paid in Full	\$0	=	\$
	Single	\$200	=	\$
	Couple or Family	\$300	=	\$

2. Membership Dues

Grants for membership dues are given based on financial need. If you are requesting a membership dues grant of 50% of your dues or more, please also complete Part D.

Please check the membership category that applies to you and fill out your request in the appropriate row:

<input checked="" type="checkbox"/>	Membership Category	Fee		Grant Request*		Amount Due**
	Couple / Family	\$2,200	-	\$	=	\$
	Young Couple / Family (22 to 30)	\$1,100	-	\$	=	\$
	Senior Couple / Family (65 and over)	\$1,100	-	\$	=	\$
	Single Adult	\$1,100	-	\$	=	\$
	Young Adult (22 to 30)	\$600	-	\$	=	\$
	Student (18 to 22)	\$280	-	\$	=	\$
	Senior Single (65 and over)	\$600	-	\$	=	\$

* The amount you request to be waived

** Amount due in 2011-12 if your request is granted (due minus reduction)



3. Religious School (Ritual Training)

Grants for the religious school program are granted based on financial need. If you are requesting a grant of any amount, please also complete Section D.

Fill in the appropriate choice(s):

Grade Level	Fee	Number of Students		Total
Kindergarten, 1 st & 2 nd grade	\$820		=	\$
3 rd grade	\$1130		=	\$
4 th -7 th grade	\$1300		=	\$
Noar (8 th -12 th grade)	\$625		=	\$
Total Religious School fees:				\$
Less: Scholarship amount request				\$
Amount due in 2011-2012 if your request is granted				\$

4. Total Amount Due

Please add the amounts in the column to the right (building fund, membership, & religious school; this is the total amount that will be due in 2011-12 if your request is granted:

Building Fund	\$
Membership	\$
Religious School	\$
*B'nai Mitzvah (\$1125)	\$
Total Amount That Will Be Due In 2011-2012 If Your Request Is Granted	\$

*** Fee must be paid 9 months prior to B'nai Mitzvah date unless already paid.**



Part C: Explanation for requested reduction

In the space below or on a separate page, please provide a brief explanation of the circumstances that lead you to apply to dues grant and/or religious school grant.

Provide as much or as little detail as you feel is appropriate and necessary; the financial secretary may contact you for clarification if needed. If you like, please also describe in this section your membership history at CTJ; previous or current volunteer activities at CTJ in which you have participated, or anything else that you would like to share with the finance committee about your request.

Part D: Additional financial information

This section is required only if you are requesting one or more of the following:

- A membership grant of 50% of your dues or more
- A Religious School grant of any amount

This information is requested to ensure that the limited amount of grants that can be provided by the Synagogue is distributed equitably among all members who make requests. Note that further documentation or information may be requested in certain circumstances. Your information will be held in the strictest confidence. If you prefer, you may discuss your financial circumstances with the financial secretary before completing this section.

(a) Current or average total net monthly family income from all sources: \$ _____

