



**German Christmas Market of New Jersey Foundation Inc**

# **2026 Grant Program Guidelines and Application**

**Funding To Charities & Non-Profits Serving Sussex County NJ**

- The German Christmas Market of New Jersey Foundation Inc (GCM) provides funds to community-based organizations (not-for-profit organizations as described under the Internal Revenue Code and exempt from taxation under section 501(a) of the Internal Revenue Code, providing services to the residents of Northern New Jersey).
- This document outlines the information needed to apply for funding. Please read this very carefully and follow all instructions closely.
- Please be sure to include the requested information only and do not include any information or materials other than those specifically requested in this package.
- Thank you for all the important work your organization does in our community! We look forward to reviewing your application.

## **OUR MISSION**

The German Christmas Market of New Jersey is a non-profit foundation with the purpose of creating a community event in Sussex County, New Jersey that celebrates the Christmas Holiday and raises funds to distribute back into the community.

## **OUR GRANTS SUPPORT**

- GCM supports charitable organizations that enhance the quality of life for residents living in Sussex County. Organizations outside of Sussex County may be considered for grants if they meet the overall criteria and if funds from the Market are sufficient to include such organizations outside of Sussex County. We particularly focus on grass-roots programs and/or underfunded programs.
- Our primary priorities are to provide grants to organizations and programs that directly support those in need such as for organizations in the following areas:
  - Programs that promote German culture and heritage. This includes scholarships for students in German language/German culture programs.
  - Food and nutrition programs
  - Homeless, shelter and housing programs
  - Family needs programs
  - Programs for those with special needs
  - Community service programs
  - Programs supporting Veterans and their families
- To the extent funding from our Market is sufficient beyond funding the above grant priorities, we do consider grant applications for organizations in Arts & Education. Scholarships for individuals not connected to German studies are generally not considered for grants under our program.

## **ORGANIZATIONS OUTSIDE THE SCOPE OF OUR GRANTS**

- Non-profit organizations providing services such as animal shelters and maintenance of historic sites in Sussex County are important to our community. Such organizations are not within the overall mission of the GCM grant program and cannot be considered for GCM grants. However, programs aimed at service animal training and support may be considered for grants under our program.
- The German Christmas Market of New Jersey Foundation Inc will not fund any political campaign on behalf of any issues or candidate.

## **TERMS OF FUNDING:**

- Funding is determined annually from proceeds of sales at the German Christmas Market. Funding is designated for programs/projects held within and specifically designed to directly benefit residents of Sussex County.

- The total amount of proceeds from the 2026 Market available for grants will be determined after the Market is completed and all revenue and all expenses are finalized. As such, it is not possible to ensure that all applications submitted for 2026 will receive grants and funding for any grant is not guaranteed.
- The applying organization may be contacted by the GCM Charity Committee, if questions arise.
- Failure to fully complete the application or failure to submit any listed attachments or documentation may result in disqualification from consideration.
- **All funding decisions by the GCM Board are final.**

#### **GRANT PROCESS SCHEDULE:**

- **All applications must be received no later than FRIDAY NOVEMBER 13<sup>th</sup>. Applications received later than the deadline will be disqualified from consideration.**
- Funding decisions will be voted on at the GCM Board meeting in early 2026. All applicants will be notified of funding decisions following this Board meeting.
- The German Christmas Market Giving Back Awards event will be held on a date in the Spring of 2027. In recent years, this Giving Back event has been held on a Sunday afternoon in March at the Sussex Country Fairgrounds. If funding is awarded to your organization, we ask that one or two representatives from your organization attend this event to be honored for your efforts and to receive the grant checks.

#### **SUBMITTAL:**

- GCM prefers that you submit your application by electronic means. Please provide a PDF of the completed/signed application to:

**Dan Sarnowski**  
**Trustee & Chair of Charity Committee**  
[dan.sarnowski@germanchristmasmarketnj.org](mailto:dan.sarnowski@germanchristmasmarketnj.org)  
**German Christmas Market of NJ Foundation Inc**  
**(631)-291-2010**

- Please do **NOT** submit paper copies of your application. Only ELECTRONIC PDF files will be accepted. And, if possible, we strongly prefer typed applications rather than handwritten entry.
- If you have questions on any of the application requirements, please contact Dan Sarnowski by email.

# VOLUNTEERING

- To make the Market a success every year, GCM needs the help of many volunteers not only during the three days of the Market but also in the days ahead of the Market and on the day after the Market.
- Volunteers are needed to help:
  - during the week prior to the event weekend (Tuesday December 1<sup>st</sup> through Thursday December 3<sup>rd</sup>) to help set up the Market
  - during the Market itself (Friday through Sunday December 4<sup>th</sup> through 6<sup>th</sup>)
  - on Monday December 7<sup>th</sup> following the Market to help take down and store away Market decorations, etc.
- Starting in October you can find more information about volunteering on the GCM website. You are encouraged to fill out the volunteer opportunities form on the GCM website and let us know how many of your representatives from your organization can help out during these days.

<https://www.germanchristmasmarketnj.org/>

- Please note we do **NOT** take into consideration whether any individual or organization volunteers when we review grant applications. We deliberately keep this volunteer information separate from our grant review.



## Grant Application

### 2026 German Christmas Market of New Jersey Foundation Inc Funding To Non-Profits Serving Sussex County New Jersey

Date: .....

#### ORGANIZATION INFORMATION

Exact legal name of organization to which funding would be paid:

Organization name: .....

“Payee” for the GCM Grant check (if difference from above):

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Address: .....

Telephone: ..... Email: .....

Executive Director: .....

Contact person and title (if not Executive Director): .....

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Is your organization a 501(c)(3)? Yes .... No ....

If no, please explain: .....

EIN #: ..... Year established: .....

Total paid employees/staff: ..... Total number of volunteers: .....

Percentage of total budget allocated for paid staff: .....

Population served (25 words or less): .....

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Brief description of Organization (50 words or less):

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Organizational Mission Statement (50 words or less):

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**PROPOSED PROGRAM REQUEST**

Program name: .....

Program budget: \$..... Requested GCM Grant: \$.....

Program geographic area: .....

Brief description of Program (75 words or less):

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How will GCM Grant funds be used on this project? (50 words or less):

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**OTHER SUPPORTING DOCUMENTATION:**

**All first-time applicants for a GCM Grant need to provide the following information along with this application:**

- **List of Board of Directors, with their affiliations**
- **IRS Letter of Determination**
- **New Jersey Certificate of Incorporation**

**If your organization received a GCM Grant in 2025, you do NOT need to submit this information with your 2026 application. However, GCM may request some or all of this information during evaluation of your Grant application.**



I hereby verify that the information provided is accurate to the best of my knowledge.

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Authorizing Signature (President of the Board or Executive Director)

Name: .....

Date: .....