



Oakland Rotary Endowment

Grant Evaluation and Summary Form

Control #

Project Name: _____
Name of Receiving Organization: _____
Contact Person: _____ Contact Phone: _____
Address: _____
Amount Requested: _____ Rotarian Contact: _____ Phone: _____

Describe the target population to be served (i.e. number, age group, sex, ethnicity, other characteristics):

Briefly describe the purpose for which funds are being requested:

Summarize the methods/activities that will be employed:

What are the intended results?

Committee Recommendation:

Name of Committee _____ Amount Approved: _____
Approved by a vote of ____ to ____ on _____
In committee's approved budget of _____ Yes: ____ No: ____

Any contingencies regarding recommendation?

What are the opportunities or plans for publicity and recognition of Rotary Club involvement?

Reviewed by Board of Directors: _____

Reviewed by ORE Trustees: _____

Organization is a 501(c)3: no yes, and documentation has been forwarded to the Rotary office

If no, who will be the Rotarian assigned to ensure that a *Report on Grant Results* form is filled out by the recipient and returned to the Rotary office for filing?

Name: _____ Phone: _____

Grant Disbursement Method:

EXPEDITE: This is a simple (one check) grant. If this grant is approved by the Oakland Rotary Endowment Trustees, please issue a check for _____ payable to: _____

WAIT FOR INSTRUCTIONS: This is a simple (one check) grant, but the committee is not ready to have a check cut. I will contact the Rotary office with the exact name of the payee at a later time