

ELIGIBILITY FOR CONSIDERATION

Think about your **ORGANIZATION** and answer the following questions:

1. **Is the organization a qualified 501(c)(3) nonprofit or under the fiscal receivership of a qualified 501(c)(3) nonprofit?**
2. **Is the organization directly serving residents in Pasadena with a focus on Science, Technology, Engineering, and Math, also referred to as STEM?**

If “YES,” the *Pasadena Rotary Club* Community Grants Committee welcomes your application for 2023-2024 (see below for further details).

If you answered “NO” to either of these two questions, we thank you for your interest, but unfortunately your organization **DOES NOT** fit the *Pasadena Rotary Club* Community Grants guidelines for this year’s cycle and will not be considered.

COMMUNITY GRANT GUIDELINES 2024

LOOKING TOWARD THE FUTURE

REQUIREMENTS

1. This year’s grants will be awarded to nonprofits that provide **STEM programs or projects in Pasadena**. We support established nonprofits that have historically demonstrated prudent use of donor dollars with proven impact.
2. Qualifying nonprofit organizations must be tax-exempt under IRS 501(c)(3) and serve residents in Pasadena. No grants will be made to grant-making private foundations as defined by the IRS. Funding priorities will be focused on agencies providing direct services to clients, not on pass-through grants.
3. A current member of the *Rotary Club of Pasadena* must endorse the application through a brief, written letter of support that needs to be included with the grant application.

4. Grant amounts range from \$2,500-\$7,500 depending on organizational budget size and proven track-record of community impact. Nonprofit institutional history within the city of Pasadena as well as with the *Pasadena Rotary Club* will also be considered.
5. Grants to any organization will not be made more than two consecutive years.
6. Full application packets, scanned into an emailable PDF format must be submitted by **Friday, February 9th, 2024 at 5:00pm.**

PLEASE SEE APPLICATION FOR DELIVERY DETAILS – NO LATE SUBMISSION WILL BE ACCEPTED.

7. Full **scanned PDF application packets** must include:
 - Complete Grant Application form (*please note word limit*)
 - Letter of Support by current Pasadena Rotarian
 - Copy of 501(c)(3) determination letter
 - General Operating Budget for the organization
 - Current financial statement or audited financial statement

Please follow the submission instructions on the *Pasadena Rotary Community Grants* application form.

Once the application packet is complete, scan it into a single PDF document and rename the document – for example: **[THE ORGANIZATION NAME Pasadena Rotary Community Grants Application 2024]**, and email it to grants@PasadenaRotary.com.

Thank you for your interest in the *Pasadena Rotary Club Community Grants*.

Community Grants 2023-2024 co-chairs

Mic Hansen & Diana Peterson-More

IMPORTANT NOTE: PLEASE READ

**The February 9th, 2024 at 5:00pm deadline will be strictly enforced.
No grant applications will be accepted after this date and time.**

**No grant applications may be submitted to any Community Grants committee member,
a Pasadena Rotarian or dropped off at Rotary's address, or the University Club.
These applications will be immediately disqualified.**