



ROTARY DISTRICT 6360 FOUNDATION KARL SANDELIN GRANTS

Grant Policies, Guidelines and Application Instructions

The Rotary District 6360 Foundation Karl Sandelin Grants provide funds to Rotary Clubs within District 6360 for community service projects.

Criteria Used in Evaluating Grant Proposals

Special consideration is given to requests meeting one or more of the following conditions:

- Projects that benefit the community most meaningfully, benefit the greatest number of people in the community and those groups with the greatest degree of need.
- Seed money to launch new or pilot programs that, if successful, should be able to generate its own future support.
- Capital expenditures necessary for important charitable or civic programs.
- Special programs which complement the precepts of Rotary.
- Projects that garner financial and other support from those not directly involved with the local Rotary Club.
- Projects where the local Rotary Club is actively involved in the project.
- Projects that make the public visibly aware of Rotary's involvement and support.

Grant proposals for maintenance or operating funds will be considered but as a rule they are generally not recommended for funding. Also, proposals requesting consecutive or multi-year funding are not funded.

Grant Application Guidelines and Instructions

For a grant request to be considered it must meet the following:

- Grant dollars requested must be at least \$500 and not exceeding \$2,500.
- The deadline for applications is May 31st of each year. Grants will be voted upon by the board at its following June meeting.
- A Club may only apply for one grant per year.
- Clubs must match grants dollar for dollar. In kind contributions will not be considered.
- Grant applications from Clubs with outstanding final reports or have not returned unused funds from previous grants will not be considered.
- Awareness that the grant funds awarded can only be expended for the activities outlined in the grant proposal and unused funds are to be returned to the Rotary District 6360 Foundation with the final report within 60 days. The Foundation reserves the right to determine if the actual activities match the grant request and, if not, the funds must be returned for non-compliant activities.
- To be considered for a grant, the application must be complete including the appropriate club signatures.
- All applications and supporting documents must be typed – no hand written documents.

In a separate document, briefly describe your project not exceeding one page. All the following information must be included:

1. A 50-word or less summarized description of the project.
2. A description of how the project fulfills an unmet need in your community.
3. Whether this program is a new initiative, continuation or expansion of an existing project.
4. If the project is expected to continue beyond the duration of the grant, explain how the organization will continue to fund the project.
5. Indicate the activities to be conducted and their related expenditures of funds
6. Indicate whether the funds requested are for capital expenditure or for a specific service.
7. The number of individuals that will be served by this project.
8. A description of your Club involvement in the project. Indicate how many Club members will be involved and how will they be involved. Does the Club currently have the matching funds or how and when will they raised?
9. A description of how your Rotary Club will be identified with this project.
10. A description of how you will publicize this project.

PROJECT NAME			AMOUNT REQUESTED
NAME OF APPLYING ROTARY CLUB			PRESIDENT
ADDRESS			TELEPHONE
CITY	STATE	ZIP	E-MAIL ADDRESS
CONTACT PERSON	ADDRESS, E-MAIL & PHONE IF DIFFERENT THAN ABOVE		

TOTAL NEEDED FOR PROJECT	\$	USE A SEPARATE SHEET IF NECESSARY	
ANTICIPATED FUNDING SOURCES			
APPLYING ROTARY CLUB	\$		
OTHER	\$	NAME	FUNDS COMMITTED?
	\$	NAME	FUNDS COMMITTED?
	\$	NAME	FUNDS COMMITTED?
	\$	NAME	FUNDS COMMITTED?
	\$	NAME	FUNDS COMMITTED?

WHAT ARE THE ANTICIPATED BEGINNING AND ENDING DATES OF THE PROJECT?
WILL THE GRANT APPLICANT ACCEPT LESS THAN THE REQUESTED AMOUNT?

PLEASE LIST PREVIOUS GRANTS FROM THE ROTARY DISTRICT 6360 FOUNDATION AND THE YEAR RECEIVED.

- Please Attach:
- ▶ Total Project Budget Detailing Sources of Income and Expenditures
 - ▶ One page description of project as described in grant guidelines on previous page.

Must be signed by the President of the applying Rotary Club. If there is no signature of the Club President, the application will not be considered.

Name	Signature	
Title	NAME OF ROTARY CLUB	Date

Submit the original application and all attachments to: berendeswood@gmail.com by May 31st.
Email submissions only. For information, contact Michael J. Wood at 517-740-8992.

FOR ROTARY DISTRICT 6360 FOUNDATION USE

Date received: