**Huntington Rotary Club**

**Charitable Giving Guidelines**

The Huntington Rotary Club seeks to model “service above self” in all facets of club activity, including how it provides charitable funding. To that end, the club will provide financial assistance to a limited number of individuals and/or agencies serving our local community. A portion of the annual club budget will be set aside for charitable giving. The board of directors will review all requests for funding.

The Huntington Rotary Club receives numerous requests for financial support from a wide range of individuals and organizations. Unfortunately, the club is not adequately resourced to fund all requests. Additionally, not all requests for funding are sufficiently aligned with the aims of the Huntington Rotary Club or Rotary International. In an effort to make decision-making on such matters more efficient and more importantly, to maximize the impact of charitable giving, the following guidelines are offered:

1. Criteria
	* Does the charitable gift support a local activity? It is our goal to spend our budgeted charitable funds for activities principally located in Huntington County.
	* It is a priority of our club to fund individuals or groups having a distinct educational or service oriented purpose. Therefore, organizations that are purely recreational or social will be given low priority.
	* Does the program or project have the potential of impacting a significant number of people?
	* Is it clear that the program or project will have a substantive benefit to the local community?
	* Is there a particular “Rotary” reason the charitable request should be granted? Specifically, is this charity endorsed by Rotary International?
2. Limitations

The Huntington Rotary Club will not consider applications based on the following:

* Requests from organizations that unfairly discriminate against age, race, ethnic origin, or gender.
* Requests that provide advertising recognition to the benefit of an individual or for profit interest.
* Requests for loans or indirect loans to individuals or organizations.
* Requests for political, legislative, lobbying efforts or religious purposes.
1. Completed Charitable Request Application
	* A Huntington Rotary “Charitable Request Application” form must be completed by all prospective recipients and submitted to the club treasurer.
	* Evidence of Tax-Exempt Status must accompany the application if applicant is incorporated as a not for profit 501(c)(3) organization.
	* The application will include a current financial statement or statement of anticipated expenses.
2. The Charitable Giving Committee will meet in March & September to review the requests, with the ability to convene a meeting at any time under special circumstances. They will take their recommendations to the board for approval at the next monthly board meeting.

**Huntington Rotary Club**

**Charitable Contribution Application**

**Individual/Organization Information**

Individual/Organization Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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City:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Zip:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you considered a Non-Profit Organization? Yes ( ) No ( )

Have you received funds from the Huntington Rotary Club before? Yes ( ) No ( )

If so, when and what for?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What amount?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person for current request:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Information**

Total Cost for project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount requested from Huntington Rotary:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please describe how the Huntington Community will benefit from and how many will be affected by this project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How will you recognize/publicize Huntington Rotary’s gift should one be forthcoming?

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**Authorization**

I certify that I have the authority to request funds from the Huntington Rotary Club on behalf of the above organization or individual. In addition, I understand that the Huntington Rotary Club may at their discretion, publicize the fact that funds have been contributed to the organization or individual as well as the purpose of the funding. Any form of media may be used by the Huntington Rotary Club at their discretion and may include the use of pictures and the names of the applicant or the individuals benefitting from the contribution.

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 Authorized Signature