

## **Rotary Club of Inverness** **2022 Request for Grant Funding**

*Rotary is an organization of business and professional leaders united worldwide who provide humanitarian service, encourage high ethical standards in all vocations, and help build goodwill and peace in the world.*

The Rotary Club of Inverness and its 503(c)3 charitable foundation support local initiatives to make our community a safer, healthier and happier place to live. This year we have three key strategic focus areas:

- Empowering the success of youth
- Feeding the hungry
- Housing the homeless

This cycle we hope to have \$5,000 available to award through a competitive grant process. We will evaluate grant requests based on fit with one of our three strategic focus areas, demonstrated need, expected outcome, and adherence to our required process.

### **Instructions**

- Complete this application, attaching any supporting documents you feel are relevant for adequately evaluating your request.
- Mail two copies to: Grants Administration, Rotary Club of Inverness, P.O. Box 1317, Inverness, FL 34451-1317. It must be postmarked no later than April 1, 2022.
- Successful applicants agree to:
  1. Attend a Rotary Club of Inverness meeting either in person or via Zoom, depending on the current situation, before June 28, 2022 to inform our members about the project and formally accept the check. It is important that our Rotarians know how the money is being used in the community.
  2. Complete the project activities in the ways stated and according to the timeline on the application.
  3. Within six months of check presentation, submit an Evaluation Report, and also attend a Rotary Club of Inverness meeting to share progress information or give a final report on outcomes.
  4. On an ongoing basis and at the conclusion of the project, provide the Rotary Club of Inverness with progress information and photographs that the club may share with members, via press releases, on social media and in other ways. We're interested in knowing how our funding helped you succeed.

***We expect you to follow our process as outlined.  
Failure to do so will disqualify you for consideration for future grant funding.***



**Completed, signed grant applications must be postmarked no later than April 1, 2022. We expect to make funding decisions by May 2, 2022.**

Multiple requests for the same project may not be submitted within a single funding cycle.

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**Request for Funding Application**

**Organization:** \_\_\_\_\_  
(Name as it should appear on the check. Checks will be to organizations only, not individuals)

**Organization Type:**     For-profit         Not-for-profit

**Contact person & information**

Name: \_\_\_\_\_

Organization address: \_\_\_\_\_

Best phone: \_\_\_\_\_

Best email: \_\_\_\_\_

**1. Which strategic focus area does your project target?**

- Empowering the success of youth
- Feeding the hungry
- Housing the homeless

**2. Amount requested:** \_\_\_\_\_

**3. Describe the project, its objectives, projected outcomes, and who will benefit and how** *(attach extra pages as needed):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**4. Project timeline – include milestones and when / how the funding will be used:**  
*(attach extra pages as needed)*

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**5. How will you measure the project’s effectiveness?**

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**6. How will you financially sustain your project?**

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**7. If this award will not fully fund the project, what other monies are to be used?**

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**8. Is this a new project for your organization?**  Yes  No

**9. If ‘No’ -- how was project funded previously? Why is that funding no longer available?**

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**Budget**

**9. List the materials and the cost of each item you need to complete the project.**  
*(Do your research to ensure you find the best available prices.)*

<b>What will you purchase?</b>	<b>How will it be used?</b>	<b>Estimated cost</b>
<b>Total Amount Requested</b>		



***I have read and understand the instructions and policies outlined in this document. My signature below signifies my agreement and my organization's agreement to adhere to these policies.***

Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Authorized representative name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

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### Evaluation Criteria

#### Questions to answer for your final report to the Rotary Club of Inverness

1. Did you spend the grant funding as outlined in the application?
2. If not, explain why, and how it was used instead.
3. Tell us how the project went. Do you consider it a success?  
Are you satisfied with the outcome?  
How could you have improved? What could you do differently in the future?
4. Who benefited from your project, and how?
5. How did our funding contribute to meeting your objectives and ensuring positive outcomes?

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<p><b>Internal use:</b></p> <p><b>Date application received</b> _____ <b>Awarded?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If awarded:</b> Check # _____ Date given / date presented _____</p> <p>Date of club project presentation (with photos) _____</p> <p>Date of Evaluation Report, or Final Report (with photos) _____</p>
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