



Rotary Club of DeWitt - Philanthropy Committee

REQUEST FOR PARTNERSHIP: Service Projects and Philanthropy

Please read the following guidelines before completing and submitting your request.

GUIDELINES FOR REQUESTS

1. Rotary year: July 1-June 30. Please make sure your project falls within that time frame.
2. DeWitt Rotary's Philanthropy Committee will research and evaluate requests from non-profit organizations and make recommendations to the Club's Executive Board. The Board makes the final decision.
3. DeWitt Rotary supports 501(C) (3) organizations. Exceptions would be Eagle Scout projects, RYLA student projects, and projects with other Rotary Clubs.
4. DeWitt Rotary supports non-profit organizations that cover the FM, JD, and Nottingham neighborhoods, as well as the city of Syracuse. DeWitt Rotary also supports non-profit organizations with far-reaching impact, serving diverse populations as well as having a local focus, such as Samaritan Center, Clear Path for Veterans, and Honor Flight. DeWitt Rotary also supports international projects.
5. DeWitt Rotary supports "Needs" and not "Wants".
6. DeWitt Rotary does not support fundraisers and instead prefers to give to a project directly. DeWitt Rotary does not give to endowment funds.
7. When requesting funding, the request must be for specific materials. DeWitt Rotary does not pay for administrative costs, speaker's fees, and marketing expenses. We cannot build residences and cannot pay for salaries or operating expenses such as gas and electric. We can pay for items such as refreshments, pens, equipment, paper products, food, building materials, etc.)



**Rotary Club of Dewitt
"Service Above Self"**

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Please note that requests need to be received at least 60 days in advance. Supplying funding and/or volunteer manpower will not be automatic. Verbal requests or perpetual funding will not be entertained. Please complete and e-mail to: rotarydewitt@gmail.com or mail it to: Rotary Club of Dewitt, P.O. Box 131, Dewitt, NY 13214. **Feel free to attach additional pages if needed.**

Date of Request: ___/___/___ **Date of Project:** ___/___/___

Organization: _____

Contact Name: _____

Title: _____

Address: _____

Phone: _____ **Fax:** _____

Email: _____

1. Name of Project/Program: _____

- a. Please describe the project/program. If you are requesting funds, please be specific about what the dollars will go toward. If you are requesting manpower, please be specific about what the volunteers will be doing.
- b. Describe the need or problem your project seeks to address and for whom it will serve and where. Dewitt Rotary prefers to give funds and/or manpower to specific projects/needs rather than the general "support" of an organization.
- c. Why is this funding and/or manpower needed? What efforts have you made for additional funding or manpower?

2. Total Dollar Amount Being Requested: \$ _____ Include itemized list of where funds are to be spent.

3. Volunteer Numbers and Hours Requested: _____ (please be specific.)

4. Describe how the Rotary Club of Dewitt's partnership, sponsorship or other involvement will be recognized:

**Once completed, please mail the form to us at our mailing address:
Rotary Club of DeWitt, Attn: Philanthropy Chair, P.O. Box 131, DeWitt, NY 13214
OR Email the form to: rotarydewitt@gmail.com**