

PAROLE ROTARY GRANT APPLICATION CHECKLIST

The proposal narrative may be up to 5 single-space typed pages in 12 point type and must including the following information formatted in this order:

NARRATIVE;

1. Organization Description including Mission Statement and a brief History
2. Program Description – concise description and reasons why it is needed
3. Program Detail
 - Is this a continuation of an existing program, an enhancement of a current program, or a new program? Please discuss past success for an existing program or relevant research supporting the need for an enhancement for a current program or new program.
 - How will your program address the grant criteria?
 - How specifically will your grant funds be used?
 - Who are the planned participants for the program (number, ages, gender, and geographic area served)?
 - What are your plans for recruiting participants? How do you plan to retain them?
 - Will participants in your program be charged any fees? If so, how much?
 - What do you hope to accomplish with this program? What obstacles to success are anticipated and how will you address them?
 - How will you measure outcomes to determine if the program is successful?
4. Organizational Information
 - What experience does your organization have that will support the program's success?
 - How will your organization staff manage the program?
 - How will the program help your organization meet its mission?
 - Will you use volunteers as part of the program? If so, how?
 - What types of partnerships/collaborations do you have with other organization in the county?'

Required: Attachments: 1) Mandatory Budget Form, 2) Board of Directors, 3) Most recent audit, and 4) Copy of 501(c) (3).