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|  | | **GAITHERSBURG ROTARY FOUNDATION**  **2022-2023 GRANT APPLICATION** |
| **Thank you for applying to the Gaithersburg Rotary Foundation. The Foundation is the philanthropic arm of the Rotary Club of Gaithersburg. We seek to support those projects in which a Gaithersburg Rotary Club member is actively involved in terms of their financial commitment and/or personal involvement. We appreciate your taking the time to fill out this form to the best of your knowledge.**  ***Instructions on how to complete, and submit this Application:***   1. ***Save this form to your computer.*** 2. ***Rename the document to include your organization name. IE: Gaithersburg Rotary Grant App 2023 \_ Library Project*** 3. ***Type your reply to each item, as applicable, IN THE EMPTY WHITE BLOCK BELOW the numbered item. The white space will open, as needed, as you type.*** 4. **English is the preferred language; applications in other languages may not receive consideration.** 5. **Submit the Application, with up to two pages of supporting documentation, by the stated deadline, electronically as possible, to:**  * **Hannah Katakam, GRF Secretary at** [**Hannah.Katakam@gmail.com**](mailto:Hannah.Katakam@gmail.com)**, or** * **Gaithersburg Rotary Foundation, P.O. Box 312, Gaithersburg, MD, 20884** | | |
| **FOR OFFICIAL USE ONLY**  **Deadline : August 31, 2023**  **(Grants for response to public health emergencies may be considered at any time.)**  Identification #:  Date Reviewed : | | |
| **FOR APPLICANTS: Please indicate if details are provided in supporting materials** | | |
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| 1. | Project name: | |
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| 2. | Project location (be precise, please): | |
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| 3. | Name of the person or organization submitting the application: | |
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| 4. | Title, address, e-mail address and phone number of the applicant: | |
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| 5.  5a. | Rotarian sponsor name and involvement with the project or organization, as may be applicable:  For international project requests, provide complete contact information for counterparts (Club/District, principal, email and telephone number). | |
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| 6. | Title, address, e-mail address and phone number of the Rotarian sponsor, if any: | |
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| 7. | Background of the organization submitting this proposal: | |
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| 8. | Description of the overall proposed project, if applicable: | |
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| 9. | Objectives of the project portion requiring assistance from the GRF. Please address how these align with one of more Rotary International areas of focus. | |
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| 10. | Long-term impact of that overall, and/or, the specific project: | |
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| 11. | Itemize the project budget, the source of funding for each project item specified, the Gaithersburg Rotary Foundation funding requested, and the time of its use. | |
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| 12. | Total cost of the overall project, if applicable: | |
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| 13. | Line item budget for the overall project costs, if applicable: | |
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| 14. | Total funds requested from the Gaithersburg Rotary Foundation: | |
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| 15. | Line item budget for funds to be provided by Gaithersburg Rotary Foundation: | |
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| 16. | If the project is approved, to whom should the funds be payable to,  (name and address): | |
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| 17. | Please attach supporting material as needed. Please limit grant request to no more than 10 pages. | |
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| 18. | The Applicant will report in writing within one year of receiving funds to Gaithersburg Rotary Foundation on how Rotary’s funds were applied to the program implementation. | |
| 19. | The Recipient agrees to prominently display a permanent plaque, or the like, provided by the Gaithersburg Rotary Foundation, that recognizes the support of the Gaithersburg Rotary Foundation. Alternatively, the Recipient will include appropriate acknowledgement in publicity and/or other project documentation. | |
| 20 | The Recipient agrees that if the project is not completed as stated, the funds received from the Gaithersburg Rotary Foundation shall be returned to the Gaithersburg Rotary Foundation. | |
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| 21. | Submission Date:  I AFFIRM AND ACKNOWLEDGE THAT THE FOREGOING IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.  (Name and Signature of Authorized Representative)  Revised 05/2023 | |