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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****, or**
* **Gaithersburg Rotary Foundation, P.O. Box 312, Gaithersburg, MD, 20884**
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| **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 |