



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. 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.**
- 3. English is the preferred language; applications in other languages may not receive consideration.**
- 4. Submit the Application, with up to two pages of supporting documentation, by the stated deadline, electronically to:**
 - **Bob Bokma, GRF Secretary at BobBokma@gmail.com or**
 - **Rotary Club of Gaithersburg, P.O. Box 312, Gaithersburg, MD, 20884**

FOR OFFICIAL USE ONLY

Deadline : **February 28, 2019**
 Identification #:
 Date Reviewed :

FOR APPLICANTS: Please indicate if details are provided in supporting materials

1.	Project name:
2.	Project location (be precise, please):
3.	Name of the person or organization submitting the application:
4.	Title, address, e-mail address, telephone and FAX number of the applicant:
5.	Rotarian sponsor name and involvement with the project or organization, as may be applicable:
5a.	For international project requests, provide complete contact information for counterparts (Club/District, principal, email and telephone number).

6.	Title, address, e-mail address, telephone and FAX number of the Rotarian sponsor, if any:
7.	Background of the organization submitting this proposal:
8.	Description of the overall proposed project, if applicable:
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.
10.	Long-term impact of that overall, and/or, the specific project:
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.
12.	Total cost of the overall project, if applicable:
13.	Line item budget for the overall project costs, if applicable:
14.	Total funds requested from the Gaithersburg Rotary Foundation:
15.	Line item budget for funds to be provided by Gaithersburg Rotary Foundation:
16.	If the project is approved, to whom should the funds be payable to, (name and address):
17.	Please attach supporting material as needed. Please limit grant request to no more than 10 pages.
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.

21.	<p>Submission Date:</p> <p>I AFFIRM AND ACKNOWLEDGE THAT THE FOREGOING IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.</p> <hr/> <p>(Name and Signature of Authorized Representative)</p> <p style="text-align: right;">Revised 10/2018</p>
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