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**Rotary Club of Hendersonville**

**Grant Application**

Before completing this application carefully read the Grant Guidelines also found on the website.

If you need assistance with the application please contact our Club Secretary: Jerry Liedl, 828-692-4855. Applications may be submitted by email to rotary@hendersonvillerotary.com **only** if all required documentation can be attached as pdf documents.

Application Deadline: October 1st

**Date of Submission:**

**Organization Name:**

**Contact Person: Address:**

**Contact Phone: E-Mail:**

**Organization Mailing Address:**

**Organization Phone: E-Mail:**

**Organization Website:**

**Project Information**

**Project Title:**

**Amount Requested from Rotary Club of Hendersonville:**

**Target group served:**

**Project start/end dates (if applicable):**

**Successful Grant awards should be made payable to:**

1. Summarize the proposed project in the space provided. Indicate target group, what will happen, when and where it will occur. NOTE: You may attach an additional narrative on a separate sheet of paper, but summarize here.

2. How will this project benefit the target group/community?

3. Has this organization ever applied for funds from Rotary Club of Hendersonville? If so, when:

 Amount of funds received:

 Amount of funds requested:

 For what purpose:

4. How would partial funding impact this project/program?

5. How many people will be served by this project?

6. Describe how the project’s success will be evaluated.

7. How will the Rotary Club of Hendersonville’s support be acknowledged? (Signage, press release, organization newsletter)

8. How can the Rotary Club of Hendersonville’s members be involved in the project?

9. Amount requested from other sources (Include name(s) of other sources and indicate the status of the request, i.e., pending, committed, paid):

In-kind contributions (donated space, materials and/or services):

**The following additional documents must be attached to this application.**

* A brief line item budget for this organization including expenses and income sources. Do not exceed one page.
* The organization’s most recent monthly financial statement
* A complete list of the members of the Board of Directors and Officers including addresses, phone numbers and principle occupation
* Attach a copy of the organization’s 501(c)3 determination letter.
* If utilizing the services of a fiscal agent, attach a copy of the 501(c)3 determination letter for that organization along with a letter signed by a representative of the that organization stating their willingness to act as fiscal agent for any grant funds awarded by the Rotary Club of Hendersonville..

Authorized Signature: The signature below is that of the person authorized to testify as to the accuracy of this application and the person who agrees that acknowledgment will be given to The Rotary Club of Hendersonville and that all unused funds will be returned to The Rotary Club of Hendersonville.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***For Rotary Club of Hendersonville Use Only.***

Date submitted: Member submitting (if applicable): Date considered:

Date approved: Amount approved: Date payment sent: