

# Rotary

## Club of Newark, New York



### Guidelines for A Newark Rotary Grant

A thirty (30) day written notice is required for any request.

Grants are not automatically renewed. An application needs to be submitted within each fiscal year for which a grant is requested. The Rotary Year is July 1<sup>st</sup> to June 30<sup>th</sup>. Applications will be accepted July 1<sup>st</sup> through June 1<sup>st</sup>.

Typically, Rotary is interested in supporting targeted projects that address: health and hunger, peace and conflict prevention and resolution, disease prevention and treatment, water and sanitation, maternal and child health, basic education and literacy, economic and community development. Grants will **NOT** be awarded to the following:

- a) Organizations which practice any form of discrimination.
- b) Organizations whose primary focus is political lobbying or campaign of candidates for public office.

Rotary welcomes the opportunity to collaborate with other service organizations to advance specific goals consistent with the above.

Grant Applications are evaluated as follows:

- a) The grant is expected to have a group of beneficiaries and not just a single individual.
- b) The Community Service Committee will review all grant applications first and if approved, are sent on to the Board of Directors for review and action. Prior to Board review, a member of the Community Service Committee may be asked to conduct a personal interview with the applicant and then report back to the Community Service Committee. After the Committee's review and approval, it will be sent to the Board for consideration. All applicants will be notified either verbally or in writing of the Board of Director's decision in a timely manner. Those approved will be asked to attend a Newark Rotary meeting to accept the check.

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### GRANT APPLICATION

Submitted by: \_\_\_\_\_ Date: \_\_\_\_\_

Organization: \_\_\_\_\_ Federal Id Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ FAX: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ e-mail \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ FAX: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ e-mail \_\_\_\_\_

Secondary Contact Person: \_\_\_\_\_ Title \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ FAX: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ e-mail \_\_\_\_\_

1. State the amount of your request. \$ \_\_\_\_\_

2. Describe the purpose of the request:

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3. Describe the project or program, its location, and its objectives:

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4. How long has the organization been in existence? \_\_\_\_\_

5. How many people are/will be served by this grant?

\_\_\_\_\_

6. Please explain the importance of this request to your organization.

\_\_\_\_\_

\_\_\_\_\_

7. What is the purpose of the organization?

\_\_\_\_\_

\_\_\_\_\_

8. Will this project or program be funded solely by the Newark Rotary Club's grant?

Yes \_\_\_ No \_\_\_

If No, what other funding sources are you seeking?

\_\_\_\_\_

\_\_\_\_\_

9. If you received a Rotary grant(s) within the last five (5) years, please describe the amount(s) and how the money was used. You may attach supporting documents.

\_\_\_\_\_

\_\_\_\_\_

10. How will the general public know this is a Rotary sponsored project? Please provide details, e.g. publicity in a newspaper or display of the Rotary logo.

\_\_\_\_\_

\_\_\_\_\_

Attach additional pages as may be necessary.

The Grant Application will only be considered if submitted on this form and must be received 30 days prior to the next scheduled Board of Directors Meeting. Board meetings are held the third Tuesday of every month.

We look forward to working with your organization.