

Rotary
Club of Lake Stevens



PO Box 908, Lake Stevens, WA 98258
DONATION/SUPPORT REQUEST FORM

DATE: _____

Amount Requested: \$ _____

Date/Timeline of project: _____

NAME OF GROUP OR ORGANIZATION: _____

Phone: _____ Email: _____

Address: _____

Attach additional sheets, as necessary.

For what purpose will the funds be used? Include project goals and timeline for completion.

How will this project benefit the community of Lake Stevens (or impact it if not funded)?

Please include history of past accomplishments or events held by your organization. _____

Approximate number of Lake Stevens Community residents impacted: _____

If funded, I agree to provide information to confirm that the expenditure of funds was used for the specific purpose stated, within 30 days of project completion or one year from receipt of funds. I understand that if the funds cannot be used for the specific project stated or the project significantly changes from what was described here, the funds will be returned to the Rotary Club of Lake Stevens. Please note: Requests and results from previous years will be considered in determining this year's awards of Lake Stevens Rotary Club money. I certify that I am qualified to sign this document as an agent of the organization named in this document.

Signature of requestor: _____

Print Name: _____

All requests received by the Lake Stevens Rotary Club will be scored using the same criteria. Those funded will be based on scoring and/or available funds. All awards will be disbursed once a year, in June, and are at the discretion of the Donation Committee and the Board of the Rotary Club of Lake Stevens.

The Rotary Club of Lake Stevens is dedicated to helping organizations, events, or individuals that will benefit the Lake Stevens Community at large. Donating to your organization is based on the impact it will have on the community, which is evaluated, in part, by the number of Lake Stevens residents served and our perceived level of benefit gained by each. If you/your organization would like help in filling out this form or you feel a site visit or personal phone call would increase or enhance your opportunity for funding: please reach out to a member of the club or email us at: lakestevensrotary@gmail.com.

The Board of Directors has: APPROVED _____ DISAPPROVED _____ the request.

Date: _____

If approved: Amount \$ _____ Signature: _____

Conditions, if any: _____

Follow up actions needed: _____

