

COMMUNITY FUNDING REQUEST POLICY REQUESTS UP TO \$10,000

THE ROTARY CLUB OF EXPLOITS

The Rotary Club of Exploits is one of two Rotary Clubs in the Central, NL area. For over fifty years, the club is proud to have served the communities throughout the Exploits region. The club has a proud track record in affecting change through community projects within its communities (large and small) and through international projects.

The Rotary Club of Exploits has a membership of approximately 30+ members. Each year, club members engage in fundraising efforts to support projects locally, regionally and internationally. The Rotary club operates as a registered charitable foundation to support its humanitarian projects.

ADMINISTRATION OF THIS POLICY

The Board of Directors shall, at the beginning of each Rotary year, identify a three-person subcommittee of the Board to receive, review and recommend the support of requests submitted quarterly. The chair of this subcommittee shall be a Board member while the members may be drawn from either the Board of Directors or the Club itself or be a combination of both.

The subcommittee shall have the authority to receive and review requests received under this policy and shall, upon agreement between them, make recommendations to the Board of Directors for payment. The Board shall approve the recommendations of the subcommittee unless issues arise of a moral, ethical or legal nature to prohibit funding.

ELIGIBILITY REQUIREMENTS

- Applicants should be a charitable or not-for-profit organization that is community based and/or volunteer driven.
- Applicants may also be residents of the community with needs based in any of the areas of funding focus. These applications will be adjudicated and reviewed on a case by case basis quarterly by the Board of Directors based on funding availability.
- When the request is to support a project, the project will build on community strengths and assets, utilizing community skills, knowledge and experience as appropriate.
- Collaborative partnerships as per the final funding agreement.

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- Applications may be for long term or short term projects as well as for one-time sponsorships.
- Where requested, successful applicants are asked to submit a final report providing a results-oriented summary of the project or initiative. Successful applicants may also be asked to address the club during a regular club meeting.
- Successful applicants will be required to recognize the Rotary Club of Exploits support for the initiative or project in a manner agreed upon by both parties.

FUNDING CATEGORIES

Under \$10,000.00	<ul style="list-style-type: none"> • Requests for specific initiatives, projects or one-time assistance. • Requests should fall within the areas of funding noted below
Over \$10,000.00	<ul style="list-style-type: none"> • Requests for amounts over this threshold will be directed to the Board of Directors for further review.

AREAS OF FUNDING FOCUS

The Rotary Club of Exploits provides financial support to a variety of areas (i.e. non-profits in diverse fields to improve the lives of community members; as seed money for larger projects which use time, talent and resources; scholarships; community support, etc.) and, one-time support for community members with a specific need. Assistance is generally assigned one of the following funding areas:

- **CHILDREN AND FAMILIES:** The Rotary Club of Exploits seeks to support activities that strengthen families and help build sustainable neighbourhood environments that care about family development and the safety of our children. Funding will be considered for areas that develop the families to thrive in our neighbourhoods. We encourage projects that promote safe neighbourhoods, healthy home environments, support positive behavioural changes and encourage family communication and involvement in the community.
- **CULTURE AND ARTS:** The Rotary Club of Exploits seeks to support programs and organizations that enhance our cultural understanding and provide experiences that improve our sense of community. Included specifically are arts organizations providing music, drama and art which serve to inspire creativity and enrich the mind and which ultimately enhance cultural activities in the Grand Falls-Windsor and surrounding areas.



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Funds will be considered for new and existing organizations which strengthen the sense of community in our area through cultural programs that broaden accessibility for area residents to participate.

- **COMMUNITY ENGAGEMENT:** The Rotary Club of Exploits seeks to support programs and organizations that propose practical approaches to resolve current community problems and promote a sustainable community. We wish to promote neighbours vested in a shared commitment to their common home, projects that are likely to make a clear difference in the quality of life of a substantial number of area residents and activities that are collaborative models of service, voluntarism and community leadership development. Funds will be considered for programs and organizations that promote expanded knowledge and examination of humanitarian issues and propose solutions that improve the quality of life in our area.
- **EDUCATION AND LITERACY:** The Rotary Club of Exploits seeks to support education programs and projects that ensure all students gain access to an education of the highest quality which prepares them for success in today's knowledge-based economy. Specifically included are programs that advance literacy. Funds will be considered for projects and programs that expand educational capacity, adhere to high standards, are innovative and strengthen learning for a full range of students. Projects should be mindful of improving conditions and learning opportunities for youth at risk, children with learning needs and any student who is in a disadvantaged learning situation.
- **ENVIRONMENT AND PRESERVATION:** The Rotary Club of Exploits seeks to support organization and activities that enhance our way of life through good stewardship of the air, land and water that sustain our community and support a healthy ecosystem for people, pets and wildlife. Recognizing that our daily lives are enriched through our unique geographic surroundings, funds will be considered for projects that incorporate respect for nature, engender a healthy environment for people and animals and promote practices that have a sustainable positive impact on the community.
- **HEALTH AND HUMAN SERVICES:** The Rotary Club of Exploits seeks to support organizations and projects that improve conditions and opportunities for those who are disadvantaged, especially for vulnerable populations such as our youth, seniors and those living in poverty. Of particular interest is effective healthcare and housing programs and related support activities that expand basic services for residents in our community. Funds will be considered for programs and organizations that emphasize improving self-sufficiency for residents who require assistance in day to day living with special attention to, individuals who have a disability, youth, seniors, those living in

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poverty. Projects should have potential to make a significant impact on the quality of life.

GUIDELINES FOR FUNDING

Under \$10,000.00

1. Requests for support shall be received by the Chair of the appointed subcommittee.
2. All applications or request for support shall fall within the identified funding focus areas. If an application or request falls outside any of these areas, It shall not be considered.
3. The Chair of the subcommittee shall convene on an as needed basis a meeting of the subcommittee to review requests/application received quarterly.
4. The subcommittee shall review the request in line with the funding available and impact on the requesting body and the club itself.
5. Once agreed, the Chair of the subcommittee shall submit to the Board of Directors either at its regular monthly meeting or via an electronic vote, recommendation(s) for support quarterly.
6. Once approved by the Board of Directors the funds may be disbursed.
7. Persons/organization receiving funding must adhere to eligibility requirements and funds disbursed must have an accompanying letter outlining the requirements.
8. All requests for funding shall go through this process. No request will be supported by the Club that has not been through the identified process and been recommended to and approved by the Board of Directors.
9. The Club may choose NOT to top up any cause/project/endeavor funded by fundraising within the club by club members without previous approval and vetting through these guidelines. Where approval is granted, the amount provided by the Club out of available funds may not fully match the amount raised by the members in any case but will be determined by the subcommittee appointed by the Board.

Under this category, requests for the following types of funding will NOT be considered:

- Multi-year funding requests
- Capital campaign (bricks and mortar projects)
- Travel, accommodation, meal expenses, conference fees, field trips and tours – this will not apply to Rotarians engaged in humanitarian work nor attendance of Rotaractors/Interactors to Rotary sponsored events
- Duplication of direct and indirect donations to the same organization
- Courtesy or program advertising

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- Direct mail campaigns
- Business or contract fundraisers
- Religious groups
- Political parties

DEADLINE FOR FUNDING REQUEST SUBMISSIONS

Funding requests will be received throughout the year. Reviewed on a quarterly basis and addressed as funds permit. Once the funds identified for expenditure have been exhausted, all requests will be forwarded to the next quarter.

APPLICATION REVIEW PROCESS

Step 1	Application is received by the appointed subcommittee Chair.
Step 2	A member of the subcommittee verify the organization and application meet eligibility requirements and that the application is complete and includes the necessary information. Additional information may be requested.
Step 3	The subcommittee reviews and investigates the application and requests additional information or clarification if required.
Step 4	The subcommittee recommends approval of full or partial support to the Board of Directors
Step 5	If the application is approved by the Board of Directors, the subcommittee Chair will notify the applicant, discuss the terms & conditions as identified by the approval process.

Quarter 1 (Q1) = July - Sept

Quarter 2 (Q2) = Oct - Dec

Quarter 3 (Q3) = Jan - Mar

Quarter 4 (Q4) = Apr - June

Community Funding Application: <https://bit.ly/RCECommunityFundingApp>

Additional inquires please email: info@exploitsrotary.ca