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**Rotary Club of Oshawa Grant Program**

The Rotary Club of Oshawa invites submissions for grants to fund local (Oshawa area) community service projects, and specific need requests from community members and local charities.

We will consider projects that specifically align with our service project priorities:

* Respond to real issues
* Improve community members’ lives
* Incorporate the abilities of those who are served
* Recognize the contributions of all participants as important and necessary
* Are based on a realistic assessment of available resources
* Aim for specific goals and objectives with measurable results
* Build effective networks
* Empower people and communities

We are especially interested in funding projects and specific needs that pertain to Oshawa youth education & empowerment.

**Hints:**

- We are looking for the project to be either a significant ENHANCEMENT to a current program/project, or something NEW that is above and beyond the everyday

- BE CLEAR and CONCISE - applications that are brief, to the point, and CLEAR generally make the most compelling case and are easiest to recommend for funding**.**

- BE CREATIVE - Projects that are unique, creative, innovative, exciting, fun, or interesting are the ones that capture the Board’s imagination.

- DETAILED BUDGETS are important - it must be clear as to how much your total project will cost, how a grant from The Rotary Club of Oshawa will assist, and where additional funds, if required for your project, will be obtained. An itemized listing of where the money will be spent is also required. Ensure that it is absolutely clear as to where grant fund portion will be spent.

**\*\*Please review your budget carefully to ensure that your project will not be used for the following:**

* to cover deficits or to retire debts
* for fundraising activities or campaigns
* for programs already funded by another organization or grant
* for salaries or employee-related expenses.

***All applications are welcome and appreciated. However, due to limited funds available, some projects will not receive funding and others will receive partial funding. We thank all participants for their interest and effort. We will notify successful funding requests within 3 business days of our meeting. Please be advised that we may ask for additional information before funding any project.***

***\*\*\*Need additional information on how to complete your application? Contact Club Director, Tess Pierce.***

**GRANT APPLICATION FORM**

Please submit your completed application electronically to Club Director, Tess Pierce via email at: [tess@etresoft.com](mailto:tess@etresoft.com)

Or snail mail to P.O. Box 91, Oshawa, ON L1H 7K8 by the monthly deadline.

Please submit using WORD, or PDF formats.

***Deadlines for 2020 funding***

|  |  |
| --- | --- |
| **Board Meeting Dates** | **Grant Request Deadlines** |
| **January 06, 2020** | **December 31, 2020** |
| **February 03, 2020** | **January 28, 2020** |
| **March 07, 2020** | **February 25, 2020** |
| **April 06, 2020** | **March 25, 2020** |
| **May 04, 2020** | **April 22, 2020** |
| **June 01, 2020** | **May 27, 2020** |

\* Urgent requests in December may be considered on a need-only basis. Follow same procedure for application.

**A) APPLICATION SUMMARY: *About You***

**Organization Name:**

**Mailing Address:**

**Contact Name:**

**Phone number:**

**E-mail Address:**

**Charitable registration number (if applicable):**

**Please attach a copy of your most recent audited financial statement.**

**List your organizational objectives:**



**Please provide us with a listing of your current Board of Directors with contact information.**

**B) APPLICATION SUMMARY: *About Project or Request***

**Type of project or request:**

**Grant amount requested:**

**Project Title:**

**Project Description (Clearly summarize what you want to do (less than 100 words) as this information could be used for press release purposes):**

**Project Dates:**

**Total Cost of your Project: $**

***Grant Application Continues on Page Four***

**C) BENEFITS / OUTCOMES:**

**You may submit Part C as a separate WORD document or pdf. Make sure to answer ALL of the following questions:**

1. **What do you hope to achieve? (List specific expectations)**

1. **Where will your project take place, services delivered?**

1. **Who will benefit?**

1. **How many people will benefit?**

1. **Is this an enhancement to a current program or will the funds be used to launch a new initiative?**

1. **How will you carry out your project? Who will be involved in delivering the services?**

**D) COMMUNITY PARTNERS/SPONSORS:**

**If additional funding support of your project is required, identify who and what type of involvement community partners will have with the project whether financial, gifts in kind, etc.**

**E) BUDGET:**

**Please provide a detailed budget. Include a list of ALL expenses/purchases as well as funding sources other than the grant being requested from us, as the total cost of your project may be more than your Rotary Club of Oshawa request.**

**Identify specifically how our Rotary Grant portion will be spent.**

**F) RECOGNITION OF *The Rotary Club of Oshawa:***

**How will the project recognize receipt of funding from our Rotary Club? - for example labels on materials, plaques, local media, newsletters, etc.**

ROTARY CLUB OF OSHAWA WEBSITE: www.oshawarotary.ca