****

**Rotary Club of Quinte Sunrise**

**Grant Application Form 2015 – 2016**

The Rotary Club of Quinte Sunrise is inviting submissions for grants to fund local (Quinte area) community service projects, and international service projects.

We will fund projects that 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

**The following will be awarded for community and international grants in 2015/16:**

1. **Up to $5,000 grants** for a project or program that will have a lasting impact for a significant number of participants;
2. **Up to $1,000 grants** for significant programs or projects; or
3. **Up to $500 grants** to enhance projects or programs

**Please note, most projects will be funded for an initial year, perhaps a second, with the intention that ongoing projects will become self-sustaining.**

All applicants will be advised of the Awards Committee's decisions by **October 23, 2015,** and the successful applicants will be invited to the Rotary Club of Quinte Sunrise Grants Presentation Event to be held in November, 2015.

**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: Review Teams have noted that 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 reviewer’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 Quinte Sunrise 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 the grant fund portion will be spent

**APPLICATION DEADLINE: September 1, 2015, 4:00 pm**

**\*\*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 general endowments or individual bursaries or scholarships

***All applications are welcome and appreciated; however, due to limited funds available for each granting session, some projects may not receive funding and others may receive partial funding. We thank all participants for their interest and effort. \*\*\*Should you need additional information on how to complete your application, contact Quinte Sunrise Rotarian, Janet Mathany at*** ***quintesunriserotary@gmail.com***

**GRANT APPLICATION FORM**

**Deadline for Application submission, September 1, 2015, at 4:00 pm**

Please submit your application electronically to quintesunriserotary@gmail.com

or mail to P.O. Box 23008, Belleville, ON K8P 5J3 by the application deadline.

Additional application forms are available on the Rotary Club of Quinte Sunrise website [www.quintesunriserotary.ca](http://www.quintesunriserotary.ca/)

* + 1. **APPLICATION SUMMARY**

**Organization Name:**

**Mailing Address:**

**Contact Name:**

**Phone number:**

**E-mail Address:**

**Charitable registration number:**

**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:**

**Type of Project:**

**Area of Focus (check one):** **[ ]  Quinte Community** **[ ]  International**

**Grant amount being requested:**

**[ ]  $5000, or an amount less than $5000 of**

**[ ]  $1000, or an amount less than $1000 of**

**[ ]  $500, or an amount less than $500 of**

**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: $**

* + 1. **BENEFITS / OUTCOMES**

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

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

**Who will benefit?**

**How many people will benefit?**

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

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

* + 1. **EVALUATION**

**Clearly describe how the success of the project will be measured, for example through statistical analysis, surveys, participant/community remarks, etc.:**

* + 1. **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.:**

* + 1. **BUDGET**

**Please provide a detailed Project 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 Quinte Sunrise* request.**

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

* + 1. **RECOGNITION OF *The Rotary Club of Quinte Sunrise***

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