



Rotary

"Service Above Self"

Grant Guidelines

Rotary Club of Duluth #25 (Club 25) assists charitable organizations through the money it raises from Club 25 events. This amount varies from year to year. Club 25 accepts applications for activities that fit the Rotary Motto and Vision and that meet the requirements below.

The Rotary Motto is: Service Above Self

Our Vision is focused on bettering the quality of life, reducing hunger and improving health in our community.

Club 25 is interested in funding activities that:

- Create systematic and enduring change in people's lives
- Address genuine needs of youth, seniors and economically disadvantaged
- Promote public health, safety, education and recreation
- Demonstrate sustainability
- Include opportunities for Club 25 members to actively participate
- Advance community awareness of Club 25, including display of the approved Rotary brand during the activity when possible
- Leverage resources by partnering with other contributing organizations

Regretfully, support is typically not provided for:

- Requests greater than \$5,000
- Annual giving campaigns/operating support
- Political causes, candidates, organizations
- Capital campaigns
- Fundraising events
- Sponsorships

Eligibility

- Your organization must be a non-profit
- The beneficiaries of the grant are typically within the Greater Duluth Area
- The event must not have already occurred

All applications will be fully vetted by the Club 25 Grants Committee and not all requests will be funded. Club 25 does not promise or guarantee continued funding from year to year. No organization will be eligible to receive funding from Club 25 more than one time per Rotary fiscal year (July 1 – June 30).

Reporting Requirements

If you are awarded funds by Club 25, your organization must sign a statement agreeing to utilize the grant money solely for the purpose requested.

When you have finished the program/event, your organization must complete the Grant Final Report Form within 30 days explaining the outcomes of the program/event. Subsequent grant applications will not be accepted until the Final Report is received.

Conflict of Interest

Club 25 wants to be fair and objective in its giving. The members of Club 25 are involved in many community activities as volunteers, donors and members of boards. When it is time for the Grants Committee to decide which organizations are to receive funds, it will ask committee members to absent themselves from voting on a proposal from any organization in which they are involved.

Application Process

Two grant cycles exist within each Club 25 fiscal year.

The application timeframes are as follows:

| Cycle | Application Deadline | Awards Announced (on or before) |
|--------------|-----------------------------|--|
| Fall | August 15 | September 30 |
| Spring | February 15 | March 31 |

Club 25 Grants Committee members may call and/or perform a site visit for organizations applying for a Club 25 grant.

The Grant Application and Final Report Forms must be completed and can be found at www.duluthrotary.org or requested by calling the Club 25 office at 218-722-0451.

Completed Grant Applications and Final Report Forms should be sent via email to club25@duluthrotary.org or mailed to: Duluth Rotary Club #25, 207 W. Superior Street, Suite 201, Duluth, MN 55802 by the applicable deadlines.