



Rochester Rotary Charities, Inc. Grant Application Information Package

Dear Applicant for a Grant from the Rochester Rotary Charities, Inc. (Charities),

Each year the Rochester Rotary Charities, Inc. Board (Charities Board) receives requests for grants from qualified 501(c)(3) organizations*.

For your convenience, included in your package are:

- **Terms, Conditions, and Applications Instructions for Rochester Rotary Charities, Inc.'s Grants**
- **Rochester Rotary's Purpose Statement, Rotary's Avenues of Service, and Seven Areas of Focus**
- **An example of a completed Grant Application Form**

"Rochester Rotary Charities, Inc. Grant Application Form" can be downloaded from <https://www.rochesterrotaryclub.org/page/grant-application>). The Application Form from this link is a Word document (21-22 RRCI Grant Application Form V0.docx) for you to complete. The document will expand to accept your information (follow instructions on the application).

Each application will be evaluated according to the following three conditions:

- Compliance with the "Terms, Conditions, and Application Instruction for Rochester Rotary Charities, Inc.'s Grants"
- Impact of the grant request, relative to other requests received
- Fund availability

The Charities Board's receipt of an application form does not guarantee a grant will be awarded.

If you have questions or need assistance, please contact:

Jeff Whitbbey
Rochester Rotary Club Secretary
Cell248-327-4555
EmailJeff@Whitbbey.com

*As set forth in the Internal Revenue Code Section 501(c)(3)



Terms, Conditions, and Application Instructions for Rochester Rotary Charities, Inc.'s Grants

The Rochester Rotary Charities Inc.'s Board (Charities Board) may modify the terms and conditions of any/all grant monies at any time. The "Terms, Conditions, and Application Instructions" are stated below. Updates to this document can be found at <https://www.rochesterrotaryclub.org/page/grant-application>.

1. **FUNDING REQUIREMENTS:** The Rochester Rotary Charities Inc. (Charities) grants are encouraged to be
 - a) Alignment with the intent of the **Seven Areas of Focus** (see page 4 of this package)
 - b) Consistent with the IRS Exempt Purposes - Internal Revenue Code Section 501 (c)(3)
 - c) Community-driven (local, regional, or global)
 - d) Demonstrate sensitivity to the area's tradition and culture
 - e) Measurable impact of the grant funds
 - f) Exclude any liability to the Rochester Rotary Charities, Inc. or Rochester Rotary Club beyond the funding amount of the grant(s).
2. **RESTRICTIONS:** Grants cannot be used to:
 - a) Unfairly discriminate against any group(s),
 - b) Promote a particular political or religious viewpoint,
 - c) Support purely religious functions,
 - d) Fund the purchase of:
 - 1) Firearms or ammunition,
 - 2) Land or buildings,
 - g) Financial fundraising activities (*funds are to be used in the direct support of serving your clientele's needs as defined in your Grant Request, not to conduct fundraising activities in support of your Grant Request or the organization's purpose*),
 - h) Any public relations initiatives, unless it's essential to start a project.
3. **HOW TO APPLY:** Download and complete the *Grant Application Form (21-22 RRCI Grant Application Form V0.docx)* from <https://www.rochesterrotaryclub.org/page/grant-application>. *The Grant Application Form from this link is a Word document for you to complete. The document will expand to accept your information. See an example on pages 5 and 6.*
 - a) Signing of the application form indicates that you have read and will comply with the "Terms, Conditions, and Application Instructions" stated here.
 - b) Once the Charities Board has reviewed your request and determined the grant has merit, the Board will then determine if more documentation is needed from the applicant.
4. After your Grant Application has been received, reviewed, and evaluated, your organization will receive a follow-up call from a Charities Board member to discuss your application.
5. **TO RECEIVE A GRANT,** your organization is required to agree to do the following three items:
 - a) To make two 10-minute presentations at our weekly members' meetings on an agreeable date to both the recipient and Rochester Rotary. The two 10-minute presentations are as follows:
 - 1) Receiving your organization's grant - Introduce your organization and how you intend to use our grant (5 minutes presentation & 5 minutes answering questions), and
 - 2) At an agreed-upon date, a follow-up presentation to share the actual impact of the application of our grant (5 minutes presentation & 5 minutes answering questions).
 - b) Identify how you will support Rochester Rotary's efforts through your constituency and network?
 - c) Include signage or recognition of Rochester Rotary's participation with your organization.

Rochester Rotary Club and Rochester Rotary Charities, Inc.

Purpose Statement:

Making a difference in the lives of people in our community, around the world, and in ourselves to impact the humanitarian needs of others to create empowering, self-sustaining, lasting change.

Our motto: Service Above Self

How do we accomplish our Purpose?

Rochester Rotary provides individuals with an organized way to give back. This is accomplished by our members working together (in **Rotary's Avenues of Service**, which are the foundation of our activities) with our Collaborating Partners through our Hands-On Services, Fundraising Events, Fundraising Activities, and Other Funding Sources. Our Rochester Rotary Charities, Inc. (a 501(c)(3) charity) distributes these funds to local, regional, and global charitable organizations* whose services align with our **Six Areas of Focus**. Distributing funds through these charitable organizations enables us to leverage their capabilities and capacity to apply our resources more effectively and efficiently to impact the humanitarian needs of others than we could do ourselves.

Rotary's Avenues of Service

We channel our commitment to service at home and abroad through five Avenues of Service, which are the foundation of Rochester Rotary's activity.

- **Club Service** focuses on making clubs strong. A thriving club is anchored by strong relationships, an active membership development plan, and ensuring the club's effective functioning.
- **Vocational Service** calls on every Rotarian to work with integrity and high ethical standards in contributing their vocational expertise to serve others on the problems and needs of society.
- **Community Service** encourages every Rotarian to find ways to improve the quality of life for people in their communities and to serve the public through the projects and activities the club undertakes to improve life in the community.
- **International Service** encompasses actions taken to expand Rotary's humanitarian reach around the globe and promote world understanding and peace. We support this avenue of service by sponsoring or volunteering on international projects, seeking partners abroad, and more.
- **Youth Service** recognizes the importance of empowering youth, young adults, and young professionals through leadership development programs such as Rotaract, Interact, Youth Leadership Awards (RYLA), and Rotary Youth Exchange.

*As set forth in the Internal Revenue Code Section 501(c)(3)

Rotary International's Seven Specific Causes: Seven Areas of Focus



It has often been asked why Rotary International has identified the six specific causes that Rotary Clubs around the world have been asked to focus on. These **Seven Areas of Focus** were identified after assessing the most pressing humanitarian needs of communities, both locally and globally.

The scale of these pressing needs and their solutions are different in every community. Whether it's locally or internationally, Rochester Rotary's intent (the guidance, not limitation) is the same as Rotary International's. Below is Rotary International's rationale behind the choice of these **Seven Areas of Focus**:

1. **WATER AND SANITATION**

More than 2.5 billion people worldwide lack access to adequate sanitation facilities. At least 3,000 children die each day from diarrheal diseases caused by drinking unsafe water. There is an urgent need to develop sustainable water and sanitation systems to alleviate the suffering of the many in underdeveloped countries.

2. **DISEASE PREVENTION AND TREATMENT**

More than 100 million people are pushed into poverty each year because of rising medical costs. There is little or no access to low-cost or free health care in underdeveloped countries. Millions suffer and die from HIV/AIDS, malaria, water borne diseases, mental health, and other diseases due to lack of resources as well as lack of trained human resources to combat the various diseases.

3. **MATERNAL AND CHILD HEALTH**

Nearly 6 million children under the age of five die each year because of malnutrition, poor health care, and inadequate sanitation.

4. **BASIC EDUCATION AND LITERACY**

67 million children worldwide have no access to education, and more than 775 million people over the age of 15 are illiterate. There is an urgent need to strengthen the capacity of communities to support basic education and literacy, reduce gender disparity in education, and increase adult literacy.

5. **ECONOMIC AND COMMUNITY DEVELOPMENT**

Nearly 1.4 billion employed people live on less than US\$1.25 per day. There is an immediate need for us to enhance economic and community development in order that opportunities for decent and productive work for young and old. There is a need to help strengthen local entrepreneurs and community leaders, particularly women, in impoverished communities.

6. **PEACE AND CONFLICT PREVENTION/ RESOLUTION**

Today, it has been estimated that there are roughly 42 million people displaced by armed conflicts, wars, and persecutions in many corners of the world. Strong and sustainable actions are required to bring relief to these unfortunate victims and support long-term peace building in areas affected by conflict.

7. **PROTECTING THE ENVIRONMENT**

We are committed to supporting activities that strengthen the conservation and protection of natural resources, advance ecological sustainability, and foster harmony between communities and the environment. We empower communities to access grants and other resources, embrace local solutions, and spur innovation in an effort to address the causes and reduce the effects of climate change and environmental degradation.



Rochester Rotary Charities, Inc. Grant Application Form

(this document can be downloaded from
<https://www.rochesterrotaryclub.org/page/grant-application>)

[Complete this application by placing your cursor in the middle of the underlined area and enter your information]

EXAMPLE - ILLUSTRATIVE ONLY

Date of Request: 7/8/21

Name two Rotarians that are sponsoring this application: Ray Rotary and Steve Charities

Organization Name: We Care Family Skills

Organization Address: 123 Amazing Ave, Rochester Hills, Mi. 483XX

Organization Type: Public Private Community Service School Nonprofit

Federal Tax Exempt? Yes No If yes, indicate Tax Exempt Number: XX-XXXXXXX

Your project's name: Family Budgeting for Everyone

Provide a brief explanation of the current situation (The need - Where, What situation(s) exist and to what degree, Who is impacted, etc.) 20% of the community we serve are identified as low-income families with limited knowledge of family budgeting.

Provide a brief explanation of the expected objective/result this financial support will create when this project is completed (What difference will this project make - quantify and qualify the differences as well as provide any other information you are excited about?) Participants in our 7, 1-hour "Family Budgeting for Everyone" class will learn basic budgeting skills and tools to better manage their personal income and expenses and begin to prepare for their future needs. These sessions are private family sessions between a family and a volunteer CPA. These 7 private family sessions are also scheduled with 3 follow up sessions at 3 months, 6 months, and 12 months to continue to support our participants with their use of the skills and tools they will have learned.

If other collaborating organizations are associated with this specific project, please identify these organizations and include their letters of support. None

What is the cost of this Project? \$3,000 Provide a concise, itemized budget for your project.

- 10 volunteer CPA Councilor \$0.00
- 100 Family Budget Workbooks \$2,000
- 100 related materials for individual family sessions \$1,000
- Total \$3,000
- Note, facilities cost at our building have been provided for 2020 by a major donor No charge

If there is a sub-project within this larger project that our grant would specifically be applied to, please describe this sub-project: Not Applicable

What is the amount of the grant you are requesting? \$3,000

When would these funds be required to support your proposed project or sub-project to be implemented? from October 1, 2021 to December 17, 2021

How will Rotarians be involved? They can volunteer to be runners for the CPA Councilors

Explain how this project or sub-project aligns with one or more of the "Seven Areas of Focus" (Water and Sanitation, Disease Prevention and Treatment, Maternal and Child Health, Basic Education and Literacy, Economic and Community Development, Peace and Conflict Prevention/ Resolution, Protect The environment – see the previous document) Perhaps "Basic Education and Literacy" and/or "Economic and Community Development". Participants will gain enough financial knowledge and literacy to improve their capability to meet their current budgeting needs, given their income and expenses. They

will also be able to begin to prepare for their future needs. With better family budgeting, the family will be in a better economic conditions and will be more able to contribute to their community.

Identify how you will support Rochester Rotary's efforts through your constituency and network? Our advertising for these "Family Budgeting for Everyone" classes will identify that funding for these classes was provided by a grant award by Rochester Rotary Charities. We will also recognize Rochester Rotary Charities on our "Wall of Honor" for their contribution to the work of We Care Family Skills.

Signing of this document indicates that you have read and will comply with the "Terms, Conditions, and Application Instructions" stated in this Grant Application Package.

Contact person: Jerry Giver Title: Project Leader

(if different than the Executive Director)

Phone #1: XXX-XXX-XXXX Phone #2: N/A email: jerry@giver.com

Executive Director: Tom Makeit email: tom@makeithappen.com

Phone #1: XXX-XXX-XXXX Phone #2: N/A

Signature, Executive Director:  Date: 7/8/20

After your Grant Application has been received, reviewed, and evaluated, your organization will receive a follow up call from a Charities Board member to discuss your application.

Ref # _____
(for RRCI use)