



Email to: All Potential Non-profit Grantees of the Camden Rotary Club
FROM: Bruce Cole, Grants Committee Chair
DATE: December 1, 2023
RE: New Grant-making Policies, Procedures and Schedules

It is my pleasure to inform you that the Camden Rotary Club has re-designed its grant-making policies and procedures in line with best practice for donor funding. These new policies and procedures will apply to all new grants awarded for 2024 and until further notice. I have attached the new Grants Policy as approved by our Board of Directors on November 1, 2023, and applications for large and small grants for 2024.

I would like to call your attention to several key provisions of our new policy:

- We will focus our grants on high-impact programs and projects in the following focus areas: food security, housing, health and safety, youth development and economic security.
- Awards may be up to \$10,000 and applications will be considered for multi-year funding.
- Up to 15% of our grant budget will be set aside for smaller grants (up to \$1,500) that: fit within our focus areas, have a high probability of success and may be subsequently replicated or expanded.
- Any organization that works in Knox County and/or Lincolnville in one or more of the Club's focus areas may apply in any year, notwithstanding receipt of a CRC grant in a previous year.

Successful proposals will address high priority community needs in one or more of the Club's focus areas, align with best practice, and include measurable outcomes and key milestones. They must also address administrative and fiscal competence.

Grant applications will be available on our website www.camdenrotary.org by December 1 of each year, beginning with 2023. They will also be publicly announced in local media. **Applications must be received by January 31.** Successful applicants will be invited to the Club's meeting on the last Tuesday in March to make a short presentation to the Club on the purpose of the grant and how it will be implemented. Funds will be awarded no later than the first Tuesday in June.



The Grants Committee will evaluate projects each year, based on negotiated evaluation measures included in each grant's contract. Grantees must also provide a written report to the Club within six months of the conclusion of the grant.

The Camden Rotary Club looks forward to working with you to improve the lives of our neighbors and to strengthen our community.

Best wishes,

A handwritten signature in blue ink, appearing to read "Bruce Cole". The signature is fluid and cursive, with a large initial "B" and "C".

Bruce Cole
Grants Committee Chair
Camden Rotary Club