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2017-2018 COMMUNITY GRANT APPLICATION

The Rotary Club of Des Moines Foundation will grant up to $25,000 for one or more community projects. In the past, several grants of $5,000 to $10,000 have been made to three to five organizations each year.

1. Request must be from a 501(C) 3 organization.
2. The project must take place in and benefit the greater Des Moines Metro community.
3. The project occurs in 2018.
4. The contribution by Rotary is very significant to the project, not a small part of a much bigger effort.
5. RCDM prefers projects on behalf of children, seniors, veterans or persons with disabilities.
6. This is a one-time funding source – any ongoing maintenance must have other funding.
7. Because this is a one-time grant, preference is given to capital assets.
8. Camperships and scholarships are currently funded through the Foundation and therefore are not strong options for this grant.

The signed and completed application must be received by the RCDM office on Monday, October 16th by 3 p.m. The Community Grant Award ceremony will take place at the RCDM luncheon on Thursday, December 14th at 11:45 a.m. at the Wakonda Club in Des Moines.

Please note that this application is a Word document. The fillable properties are designed for use in Word only. You will need to download the application, complete it, and email to [info@rotaryclubofdesmoines.org](mailto:info@rotaryclubofdesmoines.org)

## Applicant Information

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| Organization: | Click here to enter text. | Date: | Click here to enter a date. |

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| Address: | Click here to enter text. |
|  | Street Address |

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|  | Click here to enter text. | Click here to enter text. | Click here to enter text. |
|  | City | State | ZIP Code |

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| --- | --- |
| Contact Person: |  |

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| Contact Phone: | Click here to enter text. | Contact Email: | Click here to enter text. |

## Project Information

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| Date Funding Needed: | Click here to enter a date. | Requested Amount: | $Click here to enter text. | *Please note: qualified recipients must be 501c3 organizations – maximum grant amount is $25,000.* |

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| Qualifying Project Categories: |  | Community Assistance/Improvement |  |  | Education/Literacy |  |  | Children/Senior Programs |
|  | Health & Welfare |  |  | Veterans’ Assistance |  |  | Des Moines Area-Based |

## Project Description

In addition to responding to the following questions, please attach a copy of the IRS Determination Letter (not required for public schools, federal, state or local government organizations).

1. Describe the requesting organization. Please include information on its history, revenue sources, community projects and website address if one is available. **You may substitute a website address** to provide the organization background rather than providing a full description on this form.

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| Click here to enter text. |

2. Describe the project and problem or need it will address. Include the following:

* Specific details on how the RCDM money will be used.
* The intended beneficiaries and how the project will benefit the community/program in need.
* Any other funding sources for the project.
* If the request is to contribute to a larger project, please provide specific details on the portion the RCDM funds will be used for. (Example: You are raising money for a park and you request that RCDM fund the swing set).
* Provide the estimated length of time needed to complete the project.

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3. Are Rotarians involved in this project or will they be in the future? (optional; not a requirement)

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4. List any other organizations that will be collaborating in the project and describe their contributions.

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5. Describe how you will demonstrate that 90% or more of the grant money will fund the project and not fundraising or administrative fees.

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6. If applicable, describe how the benefitting program /community will maintain this project after funding has been fully expended.

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7. Describe how you will acknowledge Rotary Club of Des Moines specific to this grant. (Examples may include press release, website, and/or name appearing on a physical item, etc.)

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8. Other details you would like to share.

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| Click here to enter text. |

## Disclaimer and Signature

The authorized representative signing the grant application submitted by an organization (the “Applicant’) to the Rotary Club of Des Moines (“RCDM”) Grants Committee verifies that all information provided in connection with the application is truthful, accurate and complete.  The RCDM Grants Committee reserves the right to request verification of all information provided to it.

The form of the application and any guidelines, criteria or other information provided to the Applicant by or on behalf of the RCDM Grants Committee is intended solely to assist the RCDM Grants Committee in evaluating grant requests submitted to it and does not constitute a promise, contract or expectation that any grant award will be made to an Applicant.  The recipient, amount and any conditions imposed in connection with the awarding of a grant to any Applicant is in the sole discretion of the RCDM Grants Committee.

I certify that my answers are true and complete to the best of my knowledge.

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| --- | --- | --- | --- | --- | --- |
| Authorized Signature: | Click here to enter text. | Printed Name/Title: | Click here to enter text. | Date: | Click here to enter a date. |

As requested, we have provided a copy of our 501 c 3 IRS Determination Letter as part of this grant submission (not required for public schools, federal, state or local government organizations)

When completed, save a copy of the application for your records and email to: [info@rotaryclubofdesmoines.org](mailto:info@rotaryclubofdesmoines.org)

Questions may be directed to:

Kitte Noble

Executive Director

The Rotary Club of Des Moines

4214 Fleur Dr., Suite 5

Des Moines, IA 50321

515-244-6028

[info@rotaryclubofdesmoines.org](mailto:info@rotaryclubofdesmoines.org)