

Rotary Club of Jefferson 2024 Grant Policies & Guidelines

1. Except in extraordinary circumstances, grant requests from non-profit organizations only will be considered. Organizations are not required to be a 501(c)(3).
2. Requests that benefit large groups of people, Greene County or the communities of Greene County will be given priority.
3. The Rotary Club of Jefferson must see a specific outcome or community benefit resulting from the grant. General operating expenses, including advertising, personnel expenses or maintenance costs will not be funded.
4. Grants will not be given to individuals except for scholarships or in the extraordinary situation when it is clearly demonstrated that the grant on behalf of an individual will result in a clear benefit to the community.
5. Grants will not be made to activities, programs or projects promoting specific religious or political viewpoints. Rotary does not contribute to political organizations, political fundraising events or political campaigns.
6. Grant requests will not be accepted for projects, activities or programs that have already taken place or been completed.
7. Grant requests must identify a Club Rotarian willing to sponsor the applicant's grant request.
8. All grants require approval by the Board of Directors, and they have sole discretion to deny or table any application.
9. Grants are to be expended only for the purpose for which they were intended. Unused funds must be returned to the Rotary Club of Jefferson.
10. Applicants must agree to publicize or acknowledge the grant in a way that promotes community awareness of the Rotary Club of Jefferson.
11. For each grant awarded, a representative of the organization must agree to attend a **grant award event with date and time to be determined**.
12. Each organization must provide an accurate accounting of the grant proceeds provided and the designated project or program for which it was used within one year of disbursement of award. Reports must be submitted by May 1, 2025 and mailed to **Rotary Club of Jefferson, PO Box 105, Jefferson, IA 50129**.
13. Any group or organization requesting a grant must complete an application and return it to the Rotary Club of Jefferson. Applications are available at <https://jeffersonrotary.org>, or by emailing a request to nslaehn@gmail.com. Completed applications should be mailed to:

Rotary Club of Jefferson, PO Box 105, Jefferson, IA 50129, emailed to nslaehn@gmail.com, or dropped off at the County Attorney's Office, C/O Thomas Laehn in the Greene County Courthouse. Applications must be postmarked, received via email, or received at the County Attorney's Office on or before March 31, 2024.

14. Last but not least, the Rotary Four-Way Test will guide all grant decisions:

- Is it the truth?
- Is it fair to all concerned?
- Will it build goodwill and friendships?
- Will it be beneficial to all concerned?

Grant Guidelines

A. The Rotary Club of Jefferson will work to annually allocate 80 to 85 percent of donated funds to activities, programs or projects that benefit people locally. Priority will be given to those projects that benefit the communities of Greene County most meaningfully, and benefit the greatest number of people in the community.

B. The Rotary Club of Jefferson will work to annually allocate 15 to 20 percent of donated funds to Rotary sponsored activities, programs or projects the will benefit people internationally.

C. The Rotary Club of Jefferson will primarily consider awarding grants to eligible organizations whose project or program will benefit others in the following areas:

- Basic Education & Literacy
- Peacebuilding & Conflict Resolution
- Water, Sanitation & Hygiene
- Disease Prevention
- Environment
- Maternal & Child Health
- Community & Economic Development

D. Projects or programs sponsored by Rotary will be given special consideration. In addition, projects and programs which are consistent with the policies and guidelines listed above, and that also enjoy the involvement of Rotarians, will also be given special consideration.

E. The Rotary Club of Jefferson may propose a matching-funds concept to encourage applicants to raise a portion of the money requested.

F. Grant requests will be considered by the Club's Grant Committee. Applications received by the deadline date of March 31, 2024 will be reviewed and recommendations made to the Board of Directors during April 2024.

G. Questions? Contact Susan Laehn at nslaehn@gmail.com or 515-370-5883.