

Project Proposal Form

This form is to be used to request, describe and justify a local or international project for club participation. Please fill out completely and thoroughly. Typed responses are desired. Please add additional pages as needed to describe the project.

Name of Project: _____

Submitted By: _____ Date: _____

Type: International Local Hands on

Funding Method:	Amount Requested
<input type="checkbox"/> Solicited Member Donation	_____
<input type="checkbox"/> Direct Club Donation	_____
<input type="checkbox"/> Micro Grant	_____
<input type="checkbox"/> District Simplified Grant	_____
<input type="checkbox"/> Matching Grants	_____
<input type="checkbox"/> Other	_____

What will the funds be used for? _____

Who will benefit from this project? _____

How many people will benefit from this project? _____

Who will the funds be sent to? _____

How long will the benefit of this project last? _____

Is this a joint project with other Rotary Clubs or organizations? _____

List other resources required to support this project in addition to money. (Labor, advertising, equipment, materials)

Anticipated Start Date _____ Anticipated Completion Date _____

Describe your implementation Plan: (Who will be responsible? Who will manage the project?) _____

Project Evaluation Form

Rank on the basis of 1 to 10 with 1 being the lowest and 10 being the highest

How many people will the project affect? _____

How well is funding leveraged? _____

What is the humanitarian benefit? _____

What are the long-term benefits of this project? _____

How comfortable are you with this project? _____

What is the risk of this project being successfully completed? _____

(List High Risk as 1, low risk as 10)

Total Score: _____

President's Checklist: _____

Date Review Completed: _____

Project: Approved Denied Returned for Additional Information

Comments: _____

Date Submitter Notified of Decision: _____

Date Treasurer Notified to Add To/Amend the Budget _____

Avenues of Service:

Peace Building & Conflict Prevention

Basic Education & Literacy

Supporting Environment

Maternal & Child Health

Disease Prevention & Treatment

Community Economic Development

Water Sanitation & Hygiene