

Request for Proposal (RFP) for Rotary Club of Ludington Local District Grant

Guidelines and Instructions for Applying for Grants

Introduction

Rotary Club of Ludington plays an important role in supporting local organizations that advance the public good, foster innovation, and address community needs. This Request for Proposal (RFP) aims to solicit applications from eligible entities seeking funding for sustainable projects and programs. We prioritize projects that provide benefits beyond the year in which the grant is awarded, that demonstrate measurable outcomes, and support one or more of our Areas of Focus.

Areas of Focus

We are seeking proposals in the following focus areas:

- Providing Clean Water, Sanitation, and Hygiene
- Promoting Peace
- Fighting Disease
- Saving Mothers and Children
- Supporting Education
- Growing Local Economies
- Supporting the Environment

Funding Information

Rotary Club of Ludington anticipates awarding a grant ranging from \$500 to \$5,000, depending on the scope, scale, and impact of the proposal. Larger projects could be considered with additional funding from other sources. Rotary Club of Ludington will fund up to \$2,500 and will apply for matching funds from Rotary District 6290. The final award amount will be contingent on the amount of grant funds awarded by Rotary District 6290. Funds will be awarded to the applicant following receipt of the matching grant funds from Rotary District 6290. This will likely occur in January or February of 2026.

Proposal Submission Guidelines

Applicants must submit an initial proposal that includes the following components:

- Executive Summary: A brief overview of the applicant's mission, project summary, and the amount requested
- Statement of need and target population
- Project timeline
- Organization contact information

Timeline

- RFP Release Date: 7/21/2025
- Proposal Submission Deadline: 8/29/2025
- Review Period: 9/1/2025 – 9/8/2025
- Notification of Project Acceptance: 9/9/2025
- Complete application for District 6290 matching funds: 9/10/2025 – 10/15/2025
- District 6290 Grant committee review meeting: 11/11/2025
- Awarding of Funds: January or February, 2026

Terms and Conditions

- The Rotary Club of Ludington reserves the right to reject any or all proposals at its discretion.
- The project must be completed by December 31st, 2026 with all funds expended.
- Willingness to cooperate with the Rotary club of Ludington in submitting the Rotary District 6290 grant, promoting the project and Rotary in the community, providing project updates and photos showing the good the project is doing in the community.

Submission Process

Proposals must be submitted via email to ludington.rotary@gmail.com by 8/29/2025. Late submissions may not be considered.

For questions or technical support, please send an email to ludington.rotary@gmail.com