



Oneonta Rotary Club Grant Application

Each year, the Oneonta Rotary Club funds a number of local, national and international projects that support the mission of Rotary with a special emphasis on local projects that benefit youth, education, health, environment, and quality of life. To that end, the Oneonta Rotary Club makes available a limited number of small grants, normally in the \$100-\$250 range. Requests for larger amounts for worthwhile projects are also considered.

Grant applications are accepted on a rolling basis. The fiscal year runs from July 1 through June 30. Requests for funding are reviewed by the Oneonta Rotary Club Board of Directors at the monthly meeting (third week of the month) following submission of the **completed** application to the club secretary. Applicants will be notified promptly of the status of the request. Please note that the application form must be completed in full for the request to be considered. Also, given the limited amount of funds, funding for prior projects is not automatically renewed.

Part A: Organizational Information

Name of Organization: _____

Organization Address: _____

Email: _____ Phone: _____

Website: _____

Contact Name: _____ Contact Title: _____

Contact Email: _____ Contact Phone: _____

Part B: Project Information

1. Amount requested: _____

2. Total Project Budget: _____

3a. Project start date _____

3b. Project end date _____

4. Is there an additional funding source for this project? Yes _____ No _____

4a. If yes, please list other funding sources:



4. Briefly describe the project and explain how the requested funds will be used.

5. Briefly describe how the project supports the mission of the Oneonta Rotary Club.

6. How will your organization acknowledge Oneonta Rotary Club's contribution to your project?

7. Has your organization received funding from Oneonta Rotary Club for any purpose in the past?
Yes _____ if yes, when? _____ No _____

Part C: Project Completion and Reporting

In accepting funds, the receiving organization agrees to the following:

- Grant funds must be spent no later than June 30 of the fiscal year for which the funds were granted. Unused funds must be returned promptly to the Oneonta Rotary Club.
- A summary of the project and an assessment of the results should be sent to the Oneonta Rotary Club Secretary no later than one month following completion of the project. (see below)
- At least one photo of the project/results (jpg, 300 dpi), should be emailed to the Oneonta Rotary Club Secretary. Photo(s) should accompany the summary. Permission for the photo to be used by the Oneonta Rotary Club for internal and external communication (presentations, displays, Facebook, website, Twitter, Instagram) should accompany the project summary. Please contact the Rotary Secretary if the nature of the project precludes submission of photos.

(Signature)

(Date)

Submit application by mail to: Oneonta Rotary Club
c/o Secretary
P.O. Box 1122
Oneonta, NY 13820

Or by email to: oneontarotarysecretary@gmail.com