

# Lake Forest-Lake Bluff Rotary Club Foundation

An Illinois Not-For-Profit Corporation and Approved 501 (c)(3) Public Charity

## Disaster Relief Grants

The Lake Forest-Lake Bluff Rotary Club Foundation ("Foundation") was established in 1997 to promote the ideals of Rotary in the community, region, and our world by supporting natural disasters. Our members strive to help others by addressing basic needs of individuals who have experienced a natural disaster. We are guided by the Rotary motto of **Service Above Self**.

## Eligibility to Apply

The Foundation recognizes any individual or community as eligible to apply for funding. Only one application will be accepted per individual or community per funding (fiscal) year. Please email complete application and supporting materials to *Randy Daniel* ([randy.g.daniel@gmail.com](mailto:randy.g.daniel@gmail.com)), *Chairman of Charity Gift Committee* or submit in writing to:

Lake Forest-Lake Bluff Rotary Club Foundation  
P.O. Box 168  
Lake Forest, Illinois 60045  
Attention: Charity Gift Committee

## Funding Restrictions

- The Foundation will not award funds for sectarian, or religious purposes, or political organizations.
- The Foundation's 501(c)(3) status is not jeopardized by applicants request for funds, receipt, or use of funds.
- Any funds paid to the grantee and not fully encumbered or expended within 12 months of the grant funding shall be returned to the Foundation.
- Awarding of grants does not obligate the Foundation to provide any additional or future funding for extension or continuance of the project.

## Grant Information

Your application should include the following:

- Date of Application
- Name and address
- Contact person with email address or phone number
- Rotary Club of Lake Forest Lake Bluff sponsor
- Description of the disaster (Specify the date, location, and how grant will be used)
- Amount Requested

## Does your Grant Application Meet the Following?

- Humanitarian, Educational or Health Concerns
- Local, Regional or International needs

## Review Process

- This is a competitive process
- The Foundation Charity Gift Committee will review applications and make a recommendation to the Lake Forest-Lake Bluff Rotary Board Foundation Board of Trustees ("Board")
- Final approval for funding is made by the Board
- The Board reserves the right to not award grant funding

## Selection Process

Selection factors that will be considered include:

- Submission by application deadline
- Availability of funds
- Applicants past grant performance
- Extent to which the proposed grant represents the reasonable use of funds and meets Rotary ideals
- Possible duplication with other requests
- Breath and populous served with the grant

## General Disaster Relief Grant Process

The Foundation's Disaster Grant applications are considered once during each fiscal quarter. The full application is due by the due date for consideration during the corresponding consideration month. Incomplete applications will not be considered. Due dates and consideration dates are as follows:

<b><u>Consideration Month</u></b>	<b><u>Application Deadline</u></b>
August	July 1 <sup>st</sup>
November	October 1 <sup>st</sup>
February	January 1 <sup>st</sup>
May	April 1 <sup>st</sup>

- Disaster Relief Grants will be distributed 30 days after approval by Foundation Board Treasurer.
- All disaster relief grant funds must be encumbered or expended by the grantee within 12 months of the award.
- Applicants must demonstrate outcomes based on community, regional or international need with supporting reports submitted 12 months following the distribution.



**Lake Forest-Lake Bluff Rotary Foundation  
Request for Disaster Relief Funds**

**Name of Disaster Relief Applicant Organization**

Name:

Address:

City:

State:

Zip:

Telephone:

Name of Executive Director:

Name of Contact Person:

Name of Rotarian Sponsor (If any):

Amount Requested:

**Please provide the following information:**

- Provide an overview summary of the disaster event that is the basis of grant request and specific of what the grant funding will support.