

## Park Ridge Rotary Club Contribution Proposal Form

The Park Ridge Rotary Club and its affiliated foundation invite proposals for contributions to bona fide charities and worthy individuals needing assistance.

*Preference in contributions will be given to charities or individuals with strong Park Ridge area ties,  
which primarily rely upon private rather than tax support,  
which involve individual Rotarians as volunteer participants,  
which are not redundant or duplicative of other organizations in offering their programs or services.*

All proposals are first reviewed by the club's board of directors, which meets monthly. Requestors also should be prepared to report back to the club with information on the results and effectiveness of the contribution if invited by the club.

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## Park Ridge Rotary Club Contribution Proposal Form

The Park Ridge Rotary Club and its affiliated foundation invite proposals for contributions to bona fide charities and worthy individuals needing assistance. To expedite consideration of the proposal, the club requires completion of this form. Please return the completed form to any Rotarian.

Preference in contributions will be given to charities or individuals with strong Park Ridge area ties, which primarily rely upon private rather than tax support, which involve individual Rotarians as volunteer participants, and which are not redundant or duplicative of other organizations in offering their programs or services. All proposals are first reviewed by the club's board of directors, which meets monthly. Requestors also should be prepared to report back to the club with information on the results and effectiveness of the contribution if invited by the club.

**Requesting Organization:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Name of Individual Completing Form:** \_\_\_\_\_

**Circle One:**

**Yes    No**    Contributions to this organization are considered tax deductible under the Internal Revenue Service Code, which has issued a letter confirming deductibility. *Enclose a copy of the IRS letter.*

**Yes    No**    Park Ridge Rotarians are actively involved in this organization.  
**List:** \_\_\_\_\_  
\_\_\_\_\_

**Yes    No**    The organization is primarily supported by tax revenue. *Note %* \_\_\_\_\_

**Yes    No**    Other organizations provide services or programs similar to proposal project. *Please list:* \_\_\_\_\_  
\_\_\_\_\_

**Yes    No**    Are professional fund-raisers employed by the organization?

**Yes    No**    Does the organization receive support from the United Way campaign?

**Yes    No**    Does the organization maintain a policy against discrimination on the basis of race, creed, color, sex or national origin?

**Yes    No**    Does the organization compete with private enterprise in its services?

**Yes    No**    Is the proposal for a contribution to an individual in need?

**Yes    No**    Is the organization eligible for matching funds? List below.

**Amount requested and preferred payment date:** \_\_\_\_\_

**Describe project: (Use back of form and attach financial statement, brochures, other supporting materials. Please note the number of paid staff members and the number of volunteers involved in the program):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature of Submitter:** \_\_\_\_\_ **Date Submitted:** \_\_\_\_\_

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