**Guidelines for Community Grant Application Funding**

Community Grant Application funding requests may be submitted to the Schaumburg A.M. Rotary Club Foundation at any time during the Rotary calendar year which runs from July 1 to June 30.

Funding requests will be held for review by our foundation until such time as it has completed its annual fundraising efforts and determined the amount of discretionary funds, if any, that are available for donation. This usually happens somewhere in the late April – June time frame. Those seeking a community grant may be asked to make a presentation at a weekly meeting of the Club regarding their organization, project, and/or program that you are requesting funding for.

Grants will be formally awarded at our annual Community Grant Awards Breakfast (Date TBD).

The Schaumburg A.M. Rotary Club Foundation’s guidelines for community grants concentrate on areas of need. Grant requests should fall within the following area(s) of interest:

* Children/Youth
* Literacy/Education
* Community Quality of Life

We will consider requests outside of these areas when they meet needs within our community. To maximize club exposure and the usage of funds, we will **not** consider the following requests:

* Political Fundraising
* Ongoing operating expenses
* Salaries, benefits, or administrative costs of start-up programming
* Fundraising events that benefit individuals

**Documentation:**

Grant requests should include the completed application and a short narrative about the project.

**Project Follow-up**:

Projects that are funded may be asked to supply photographs of the event/project, receipts for any equipment or supplies purchased, or a report on how the funds were used and how the community/media was notified of the funding.

**2023/2024 - Application for Funding**

The Schaumburg A.M. Rotary Club Foundation raises funds for grants to be awarded to organizations that have operations in Schaumburg or Hoffman Estates, Illinois, or serve people in those communities. Grant award amounts vary, based on the success of the Club’s fundraising efforts in the current year.

**To be considered, please email your completed application to: Jillian Bernas Garcia, Immediate Past President, at** [**schaumburgamrotary@gmail.com**](mailto:schaumburgamrotary@gmail.com). If applicable, include a copy of your organization’s federal 501(c)(3) designation letter with your application.

We wish you the best of luck and applaud your efforts in service to our community.

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Your Organization’s Name: Click here to enter text.

Mailing/Street Address: Click here to enter text.

City, State, Zip: Click here to enter text.

Contact Name: Click here to enter text. Role/Title: Click here to enter text.

Telephone Number: Click here to enter text. Cell Phone Number: Click here to enter text.

E-mail address: Click here to enter text.

\*Organization’s FEIN (Federal Tax Number): Click here to enter text.

\*If applicable.

If a grant were awarded to your organization, to whom would our Foundation make the grant award check payable? Click here to enter text.

Describe your organization’s goals and objectives:

Click here to enter text.

Amount requested: $ Click here to enter text.

Percentage of the project cost funded by this grant request: Click here to enter text.%

Percentage of your annual budget from government funding: Click here to enter text.%

Geographical area your organization serves:

Click here to enter text.

Describe how you will use the funding:

Click here to enter text.

Describe the impact of your project (i.e., the number of people served and in what ways):

Click here to enter text.

Will your organization publicize the grant if it is awarded? YES  NO  If yes, how:

Click here to enter text.

What other ways does your organization raise funds?

Click here to enter text.

If necessary, attach additional pages or documentation to describe your project in more detail.