



THE ROTARY CLUB OF SCHAUMBURG – HOFFMAN ESTATES CHARITABLE FOUNDATION
P.O. BOX 958121 HOFFMAN ESTATES, IL 60195-8121

Dear community organization:

The Rotary Club of Schaumburg-Hoffman Estates Charitable Foundation has worked hard to raise \$25,000 through year-long fundraising efforts. Now we would like to award community grants to not-for-profit organizations which are either located within or serve the citizens of Schaumburg and/or Hoffman Estates, Illinois. Each year we provide these grants in an effort to strengthen our network of support, addressing basic needs and empowering those in need in our community.

FUNDING GUIDELINES:

The Rotary Club of Schaumburg-Hoffman Estates Charitable Foundation raises funds to further the goals of Rotary International and of our Local Club. We welcome every grant application. This year we will give special consideration to the following areas of focus:

ASSISTANCE FOR THOSE WITH SPECIAL NEEDS (i.e.: job training, equipment providing independence, needs of the elderly and disabled, etc.)

NEEDS FOR CHILDREN (i.e.: food, clothing, education, social / emotional / cognitive development)

COMMUNITY ENRICHMENT (i.e.: projects that enrich the quality of life in our community)

a) The following is **NOT** qualified for funding:

- CONTRIBUTIONS TO SCHOLARSHIP FUNDS FOR MAINSTREAM EDUCATION
- STAFF SALARIES / BENEFITS / GENERAL FUND DEVELOPMENT – UNLESS SPECIFICALLY EARMARKED FOR THE DESIGNATED PROJECT

b) Grants will range from \$1,000 to \$5,000 so please develop your request accordingly

c) Any organizations that propose a creative way to leverage our Rotary's contribution to the project in collaboration with any other organization may be given special consideration.

We look forward to receiving your application. Applications must be received via postal mail or email **by February 28, 2018**. Project review, selection and notifications will be conducted in March and April of 2018. Please mail all applications to: William F. Kelley, 2018 Project Selection Chair, The Rotary Club of Schaumburg-Hoffman Estates Charitable Foundation, P.O. Box 958121, Hoffman Estates, IL 60195-8121. You may also email completed applications and supporting documents or questions to: bk60195@yahoo.com.

Sincerely,

William F. Kelley

2018 Project Selection Chair

William F. Kelley
Immediate Past President
2016-2017

O: 847-895-9151
F: 847-895-7320
Email: bk60195@yahoo.com

Rotary 
Club of Schaumburg /
Hoffman Estates, IL. U.S.A.

CHARITABLE FOUNDATION

2018 Application for Project Funding

PLEASE READ & COMPLETE THE ENTIRE APPLICATION PACKET PRIOR TO SUBMITTING.

The Rotary Club of Schaumburg-Hoffman Estates Charitable Foundation will award a total of \$25,000 in grants to local nonprofits. See funding guidelines on cover letter. Please note, partial funding of a request may be granted in some cases. **PLEASE ATTACH A COPY OF YOUR ORGANIZATION'S FEDERAL 501(c)(3) DESIGNATION LETTER to your Application.**

ORGANIZATION OVERVIEW:

Date: _____

Contact Name: _____

Email address: _____

Organization Name: _____

Organization Mailing Address: _____

Phone: _____ Fax: _____

Mission of the organization: You may attach brochures or existing paperwork with this information listed. Indicate which pages are attached for the committee to review.

Geographic reach of your services: Please highlight approximate or actual number of Schaumburg / Hoffman Estates residents served and their age ranges, i.e.: child / adolescent / young adult / adult / senior

Year Established: _____ Annual Budget: _____

Annual Income: State / Federal Government Funding: _____

Annual Income: Private Contributions: _____

Number of professional staff responsible for fundraising: _____

HAS YOUR ORGANIZATION RECEIVED ANY GRANTS OR SPECIAL PROJECT FUNDING FROM THE ROTARY CLUB OF SCHAUMBURG-HOFFMAN ESTATES CHARITABLE FOUNDATION IN THE PAST 5 (FIVE) YEARS? IF SO, PLEASE LIST DATES, AMOUNT, SPECIFIC USE & IMPACT TO THE PEOPLE YOUR ORGANIZATION SERVES.

(may use additional pages)

DOES YOUR ORGANIZATION HAVE AN ASSIGNED LIAISON FROM THE ROTARY CLUB OF SCHAUMBURG - HOFFMAN ESTATES? IF SO, PLEASE PROVIDE THE NAME OF THE ROTARIAN AND THE NAME OF THE PERSON / PEOPLE THEY MOST CLOSELY WORK WITH IN YOUR ORGANIZATION.

If your organization does not yet have an assigned liaison person from the Rotary Club of Schaumburg - Hoffman Estates, you may be assigned one if awarded this grant. Ongoing collaboration with an assigned liaison is preferred. Please contact us for a liaison.

PROPOSED PROJECT FOR FUNDING (provide brief description – may use additional pages)

PROJECT TITLE:

FULL PROJECT COST: _____

REQUESTED GRANT AMOUNT: (\$1,000 to 5,000)_____

Describe project, purpose of requested funds, and impact our funding can make. You may use additional typed pages with supporting documentation in lieu of printing information here. Indicate which pages are attached for the committee to review.

Are you seeking other funding for this project? YES or NO If yes, Full or Partial funding?

If yes, please describe sources of other possible funding:

If you are awarded a grant would you be able to provide the following:

- a) Publicize the Rotary Grant award within your organization's newsletter, website or donor recognition piece & send press releases to local media outlets? Also, provide the publicity pieces to the Rotary Club of Schaumburg / Hoffman Estates for distribution to our members.

Please describe briefly:

- b) Send a representative of your organization to provide a project funding status and update presentation to our club after being awarded? Lunch meetings are held every Friday in Schaumburg at Chandler's – Schaumburg Golf Course on Roselle Road. Date T.B.D.

YES or NO

Thank you for your continued commitment to strengthening the community with your organization's mission. A member of our committee will be in touch with you soon.

Object of Rotary

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster :

FIRST. The development of acquaintance as an opportunity for service;

SECOND. High ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society;

THIRD. The application of the ideal of service in each Rotarian's personal, business and community life;

FOURTH. The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.



The Four Way Test

of the things we think, say and do

1. Is it the **TRUTH**?
2. Is it **FAIR** to all concerned?
3. Will it build **GOODWILL** and **BETTER FRIENDSHIPS**?
4. Will it be **BENEFICIAL** to all concerned?



CHARITABLE FOUNDATION

2018 TIMELINE for PROJECT FUNDING

- January 15, 2018 -** Applications are made available to area organizations and is published on the Rotary Club website available for download.
- January 26, 2018 -** Informational session will be held for any organization having questions about the guidelines or application. Each organization will be allowed up to 2 minutes to informally suggest a proposal if they so choose.
- Friday, January 26, 2018 at 11:00 a.m.**
- Chandler's Chophouse @ Schaumburg Golf Club**
- 401 N. Roselle Road, Schaumburg, IL. 60194**
- Feb. 28, 2018 11:59 pm** Deadline for Submitting Application. Late applications will not be considered. Be sure to include all supporting and required documentation with your Application.
- Mar. 1 – Apr. 30, 2018 -** Project Selection Committee review of all applications.
- May 11, 2018 -** Project Selection Luncheon. Awards will be agreed upon through voting.

***All decisions of the Project Selection Committee & Rotary Club Vote will be Final.**

An award recipient organization representative will be asked to attend the Rotary Club meeting tentatively set for May 11, 2018 from 12:00 to 1:30 p.m. in order to receive the Project Selection Grant and to briefly explain their project to our members.