**2014 Wilmette Harbor Special Impact Grant Application**

**Wilmette Harbor Rotary Club**

**P.O. Box 731, Wilmette, IL 60091**

**Grant Overview:**

This grant application should be used to request consideration for a special impact grant of up to $25,000 that the foundation of the Wilmette Harbor Rotary Club (WHRC) will award in 2014. This grant is distinct from the smaller Community Service Grants which the WHRC awards annually. The award of this grant will be based upon careful consideration of the submitted proposal’s alignment with the following grant guidelines.

**Grant Guidelines:**

* Grant recipients should be local, charitable and have a substantial benefit on Wilmette;
* We want our grant to make an impact. A large project with a well-funded organization with ample corporate donors may not be viewed as attractively as a project with an organization where the Club’s grant would be significant to the recipient and the community;
* All grant applications will be considered, however the WHRC has prioritized the following areas of focus: education, the environment, and youth services;
* The Club would favor an applicant where the grant will be applied to a specific identifiable need rather than to general operations and administrative expenses;
* The project funded by the grant must be sustainable with measurable success;
* The grant shall provide WHRC with an opportunity to increase its visibility in the community;
* A project that involves the opportunity for collaboration between WHRC and the recipient organization would be preferred.

**Grant Submission:**

Please complete the grant application form. Please attach any other documentation you would like considered by the Committee on behalf of your organization and its grant request. Note however that the content of the application will be the primary source of information for the proposal evaluation.

Applications can be emailed or mail:

* Email – Susan Fisher at [sefisher@ameritech.net](mailto:sefisher@ameritech.net)
* Mail – Wilmette Harbor Rotary Club, P.O. Box 731, Wilmette, IL 60091

**Submission Deadline:**

March 3, 2014

**In-Person Presentation:**

An in-person presentation is not required to receive a grant. Grant applications will be evaluated on their merits. However, a request for an in-person presentation will be considered if time permits.

# WHRC 2014 Impact Grant Application

Please complete all sections in no more than 6 pages.

## Grant Requesting Organization Description

1. Provide the following information for your organization.

|  |  |
| --- | --- |
| 1. Organization Name | Click here to enter text. |
| 1. Address | Click here to enter text. |
| 1. Executive Director | Click here to enter text. |
| 1. Grant Application Contact Person (Name and Title) | Click here to enter text. |
| 1. Telephone Number | Click here to enter text. |
| 1. Email Address | Click here to enter text. |
| 1. Website | Click here to enter text. |
| 1. FEIN Number or Equivalent | Click here to enter text. |
| 1. IRS Code Section Providing Tax Exempt Status | Click here to enter text. |
| 1. United Way Funded (Yes/No) | Click here to enter text. |

1. Summarize your organization’s mission, goals, and history. Please include the primary objectives of the organization (i.e., activities actually pursued) and community needs addressed (e.g. poverty, education, domestic violence, youth activities). Include your mission statement.

Click here to enter text.

1. Describe the current programs and activities. Please emphasize major achievements of the past two years.

Click here to enter text.

1. Describe any formal and informal relationships with other organizations.

Click here to enter text.

1. List any specific accreditations, certification or other forms of recognition your organization has received from external agencies.

Click here to enter text.

1. Provide your organization’s staffing breakdown in the geographic service area:

|  |  |  |
| --- | --- | --- |
| **Staff Composition** | **Professional** | **Support** |
| Paid Full Time | Click here to enter text. | Click here to enter text. |
| Paid Part Time | Click here to enter text. | Click here to enter text. |
| Volunteers | Click here to enter text. | Click here to enter text. |
| Interns | Click here to enter text. | Click here to enter text. |
| Other | Click here to enter text. | Click here to enter text. |
| Total | Click here to enter text. | Click here to enter text. |

1. Provide your organization’s total budget for the previous fiscal year (including general and administrative expenses, program expenses, and revenue).

Click here to enter text.

1. Provide the number of people served by your organization in 2013.
   * Unduplicated count – Click here to enter text.
   * Average number of contacts per client – Click here to enter text.

## Grant Proposal Description

For the specific project that funding is sought, please provide the following information:

1. Amount Requested.

Click here to enter text.

1. Program / Project Title

Click here to enter text.

1. The community and/or agency needs or problems that this effort will address, including the population served.

Click here to enter text.

1. Describe how the project addresses these identified needs and impacts Wilmette.

Click here to enter text.

1. Program description to include strategies employed to implement the proposed project: (1) goals and objectives, (2) timetable for accomplishing stated goals and objectives, (3) program methodology (program only), (4) staffing, and (5) collaboration with other agencies.

Click here to enter text.

1. Program/project budget, including what percentage is expected to be spent on administrative and general expenses,

Click here to enter text.

1. If this is a collaboration, briefly name and describe the partners and contribution amounts if available.

Click here to enter text.

1. What is your vision for involving the WHRC in the project implementation and/or ongoing maintenance?

Click here to enter text.

1. If this request is for a specific program, explain how it will be supported after termination of the grant.

Click here to enter text.

1. Are there any special circumstances this year that bear on your grant request?

Click here to enter text.

1. What is the timeframe in which the funds will be used?
   * Start date (approx.) – Click here to enter text.
   * End date (approx.) – Click here to enter text.
2. Provide the top five other private and public funding sources for this specific project.

|  |  |  |
| --- | --- | --- |
| **Funding Source** | **Amount (incl. matching funds if available)** | **Status (Committed or Pending)** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. |
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1. Explain how you will measure the effectiveness of your activities.

Click here to enter text.

1. Describe your criteria for success.

Click here to enter text.