

Rotary

Club of Doylestown



Request for Proposals

2018 DRC Community Grants

December 1, 2017

The Rotary Club of Doylestown is a volunteer service organization whose members donate their time and resources to help others locally and throughout the world. Founded in 1924, Doylestown Rotary meets weekly to practice and promote "Service above Self". Among its many community programs, the club sponsors high school scholarships, coordinates international exchange programs, provides community volunteers, and funds worthy local projects.

Purpose of this Request for Proposal

The Doylestown Rotary seeks funding proposals from local organizations providing services to the citizens of Doylestown and Bucks County. The Doylestown Rotary will evaluate all requests and award grants up to \$5,000. Each organization may submit only one request. Projects between two organizations can receive up to \$10,000.

The grant funding for nonprofit organizations should meet a current need that focuses on:

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| 1. Promoting Peace | 3. Families at Risk |
| 2. Education related to addiction and expressions of hate | 4. Victims of Abuse |
| | 5. Capital Projects (supporting 1-4) |

All grant requests should align with the Object of Rotary which is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

1. The development of acquaintance as an opportunity for service;
2. 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;
3. The application of the ideal of service in each Rotarian's personal, business, and community life;
4. The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

Grant requests should not support ongoing requirements and should not supplement payroll for existing staff and each organization may submit only one request.

PROPOSAL FORMAT AND SUBMISSION DEADLINE

A concise **one page proposal** is requested and in no case should the proposal extend beyond two pages. Prepare proposals using **MS Word** only with the following information:

1. Description of Your Organization – A one-paragraph summary of the organization
2. Background Information – One or two paragraphs describing the need that will be addressed, the target group receiving benefits and the planned project location.
3. Program/Project Description – One or two paragraphs describing the project, its goals and objectives. Useful information includes timelines, benchmarks, and the desired outcome.
 - a. Budget Narrative – One paragraph with overall costs of the project; total funding needed and expected contributions. Specify non-cash resources (volunteers, materials, etc).
 - b. Submit proposals by email (Microsoft Word) to the Rotary Club of Doylestown at 2018drcgrants@gmail.com no later than January 31, 2018.
 - c. The Doylestown Rotary Club Grant Committee will review all submissions and make awards to proposals that satisfy the aforementioned criteria.
4. Executive Summary – A one-paragraph summary including:
 - a. Need(s) being addressed by the project
 - b. Purpose of funding
 - c. Number who benefit
 - d. Total project cost
 - e. Portion of total cost being funded
 - f. Goods/services purchased with grant dollars

PRIORITY CONSIDERATIONS

Projects between two organizations; projects with matching funds reported on the application; and projects that demonstrate sustainability.

GRANT PROPOSAL DEADLINE IS JANUARY 31, 2018

Grant recipients will be announced no later than March 31, 2018, and will be formally awarded at the Rotary Club of Doylestown Four Way Test Awards Breakfast on April 25, 2018. Please submit proposals to: **2018drcgrants@gmail.com**

NOTIFICATION UPON COMPLETION OF FUNDED PROJECTS

All Grantees must submit a final grant report and financial statement on or before September 1, 2018 to be eligible for future grants.