



ROTARY CLUB OF BIG RAPIDS

PO Box 521
Big Rapids, MI 49307

COMMUNITY SMALL-GRANT APPLICATION INSTRUCTIONS

Purpose of the Rotary Club Small-Grants Program

This program is intended to partially support community groups where the benefit associated with the donation impacts a cohort of individuals. These grants are not intended to fully fund a project. This program does not support requests intended to benefit a single individual.

Maximum Grant Amount

The maximum amount available for the Community Small Grants application is \$500.00

Awardees' Reporting Requirements

A final report on the project, including how the grant money was used, is expected no more than six months following its completion. The report may be either in a written format or presentation (20 minutes) at a regular Big Rapids Rotary Club meeting.

Project Publicity

Any publicity for your project should acknowledge support received from the Rotary Club.

Due Date for Action

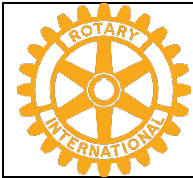
Applications are due on the 15th of each month except in December.

Rotary Grants Committee Contact Information

Questions may be addressed to Adnan Dakkuri via email (dakkuria@ferris.edu) or by phone [231-591-2240 (office); 231-796-0355 (home)].

Application Completion

Email completed applications and supporting documents as attachments to: bigrapidsrotary@gmail.com



ROTARY CLUB OF BIG RAPIDS, MICHIGAN Community Small Grant Application

Organization Information:

Organization Name: _____

Organization Mailing Address:

Contact Information:

Contact Name: _____

Contact Address: _____

Home Phone: _____ Work Phone: _____

E-mail Address: _____

Application Date: _____

PLEASE NOTE: Complete the project information and other required details below. Use additional space, if needed. However, keep the response to one page or less. Attach relevant information if you believe it will help support your proposal.

Project Description (Does it have a specific name?):

Is this project part of a more comprehensive initiative? (Please explain)

Expected Project Completion Date: _____

Who are the beneficiaries of this project?

What is the projected impact of this project on the community? (Please explain)

Amount of funds requested: _____ **Needed by:** _____

Total cost of the project: _____

Amount of other funds received/applied for the project: _____

Has this organization received support from the Rotary Club of Big Rapids within the past three years?

No _____ Yes _____ If yes, when? _____ If yes, amount _____

Please submit a detailed budget for the project. Also attach a copy of 501c3 form or provide your tax-exempt ID below:
