

CUPERTINO ROTARY ENDOWMENT FOUNDATION (CREF)
FORM 1: REQUEST FOR GRANT OF FUNDS



INSTRUCTIONS:

- 1) This form is to be used by AOS Chairs (for AOS Projects) or the Club President (for Club Bd Projects) to request Project/Grant approval for Charitable funds from CREF.
- 2) Prior to submission to CREF a Charitable Project must have been approved by an AOS Committee or the Club Board.
- 3) The designated AOS Chair must sign the request/form and submit it to the CREF Secretary or CREF Administrator for CREF Board review and approval.

Request is made by:(**ck one**): AOS: ___ Community ___ Youth ___ Vocational ___ International **OR** ___ Club Board

Amount of Request \$ _____

Project Name: _____

Rotarian Champion: _____

The approved Project Proposal Form or an equivalent project proposal description must be attached to your Form 1 submission. If an equivalent project proposal description is attached in lieu of the approved Project Proposal, the Project Proposal description must include the required information listed on page 2 of the Project Proposal.

If known, who will be the payee on the Check Request Form _____

___ Payee is a 501 (c) (3) Tax ID # _____

___ Payee is Non Tax Payee (e.g. school, city, etc.)

___ Payee is an Individual

Approved by AOS Committee _____ (date) **OR** Club Board on _____ (date).

I certify that the ___ AOS Committee **OR** ___ Club Board has approved the above Project. The Committee or Board will use due diligence to assure that the funds will be used only for charitable purposes.

Date _____ Name _____ Signature _____

AOS Chair

To be Completed by CREF

Verified 501 (c)(3), school or city may be approved by CREF President or Vice President

Date _____ Name _____ Signature _____

OR

Approved by CREF Board

Date _____ Name _____ Signature _____

CREF Secretary/Administrator/Designee