

ROTARY CLUB OF PARK CITIES FOUNDATION FUND OF CFT GRANT APPLICATION

Please complete the fields below, save a copy for your records, and email the completed form along with the requested attachments to foundation@parkcitiesrotary.org.

Note: The RCPC Foundation does not accept handwritten or mailed copies of this form.

I. CONTACT INFORMATION

Organization Name

Key Contact

Name

Position/Title

Email

Phone

Executive Director or President

Name

Position/Title

Email

Phone

Mailing Address

Street

City

State

ZIP Code

Physical Address (if different from mailing)

Street

City

State

ZIP Code

II. ORGANIZATION INFORMATION

1.) Date Founded

2.) Tax ID Number

3.) Legal Name

4.) DBA

5.) # of Full-time staff

6.) # of Part-time staff

7.) Current Year's operating budget

8.) Is your organization required to file a Form 990/990EZ? Yes No

If yes, what is the date of most recent Form 990/990-EZ?

9.) Does your organization have a regular independent audit? Yes No

If yes, what is the date of most recent audit?

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III. GRANT REQUEST INFORMATION

1.) Date of request

2.) Date payment needed

3.) Title of Grant Request

4.) Amount of request: \$

5.) Total project budget: \$

6.) Grant Purpose - Please check all that apply

Arts Children Health Poverty Youth Elderly Hunger Education

Other:

7.) Type of Funding - Please check all that apply

Seed/Pilot Funding Project/Program Support Capital/Equipment General Operating Support

Other:

8.) Geographic area(s) served:

9.) Demographic breakdown of population served (socioeconomic status, ethnicity, gender, age)

10.) Organizations with whom you collaborate and how:

11.) Have you received any prior grants from RCPC Foundation? Yes No

If so, when:

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IV. Grant Details

1.) Provide the unduplicated number to be served annually by proposal (if applicable)

2.) Implementation Timeline (specifically related to this request, if applicable)

Please include major initiatives, activities and when they will take place. Use bullet points and chronological order.

3.) Describe plans to support the proposal after the term of this grant.

4.) Goals, Baseline and Target Numbers

Goals should relate to the specific proposal. More than 3 goals may be provided using Additional Information section at the end of this application. See Glossary of Terms for definitions and examples.

GOALS

BASELINE #

TARGET #

1.

2.

3.

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Organization's mission statement

Organization's vision statement (if applicable)

Executive Summary - Please condense the content of this application into the space provided below. This summary should mention key elements of the proposal and the impact this grant request will have.

A suggested format would include:

- A short paragraph explaining the history of the organization's work in the community.
- One to two paragraphs that summarizes the proposed project, including the segment of the community served. If operating support, describe the organization's core programs.
- A paragraph outlining the desired outcome, benefits to the community and how you define success.

Print Form

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Attachments

The following documents should be sent by email with your completed application to foundation@parkcitiesrotary.org.

- Organization's governing body, including professional, business or community affiliations
- Detailed project budget (including income and expenses)
- Agency budget for the current and previous year including budget to actuals
- Current financial statement (including a statement of assets and liabilities)
- Most recent Form 990 or Form 990-EZ (if applicable)
- Signed audited financial statement (if available) for most recent two years
- A copy of your 501(c)3 IRS determination letter (if applicable)