



# Rockland Rotary Benefactions Grant Application Form

[Date Received by Rockland Rotary: \_\_\_\_\_]

## Organization Information

Date:

Organization Name:

Organization's Mission:

Name of Executive Director/President:

Brief Description of Organization:

Organization's Mailing Address:

Contact Person/Title:

Contact's Telephone Number:

Contact's E-mail Address:

Organization's Web Site (if applicable):

Total Annual Organizational Budget:

Fiscal Year End:

Federal Tax ID #:

*(Please include either a copy of the organizations IRS Determination Letter or the name of the fiscal agent who will be responsible for ensuring proper utilization of the funds and submitting the required Grant Report Form at the conclusion of the project.*

## Proposal Information

Project/Program Name:

Time Period of Project:

Geographic Area Served by Project:

Target Population:

Number of Citizens of Rockland and its Surrounding Area Directly Served by Project:

Total Project Budget:

Requested Amount:

Submitted By:

*(Application must be submitted by an authorized representative of the organization)*

## **Proposal Narrative**

Please attach a brief proposal narrative – **not to exceed two pages** – outlining the following:

1. Brief description of proposed program/project
2. The issue this program/project will address; how it directly or indirectly helps improve the quality of life, and supports community betterment within the Rockland area
3. How the program/project outcomes will be measured
4. What other organizations (if any) are participating in the program/project
5. How will this project enhance the image of Rockland Rotary as a benefactor in the community?

## **Competitive Priority Points:**

A proposal can earn competitive points for addressing **one** of the focus areas listed below – additional competitive points will not be rewarded for a project that addresses multiple focus areas

- 10 points to projects that focus on the issue of hunger in Rockland and its surrounding area
- 7 points to projects that focus on the issue of youth in Rockland and its surrounding area
- 4 points to projects that focus on the issue of health in Rockland and its surrounding area

## **Application Procedures and Attachments**

One, unbound, stapled complete set of the following should be submitted, containing:

- Application Form
- Proposal Narrative
- Project Budget Information
- IRS 501(c)(3) Determination Letter or letter identifying the responsible fiscal agent

## **Please Note:**

- An Annual Grant Report will be requested by winning applications upon completion of the project, and **must be received before a new proposal will be considered**
- Information contained in the proposal may be used by Rockland Rotary for press releases and club publicity
- Grant recipients will be invited to a Rockland Rotary club meeting or event for presentation of the award

## **Submission Schedule**

Applicants are invited to submit proposals at any time throughout the year. Proposals are received and reviewed by the Benefactions Committee per the following schedule:

<b>Committee Meeting Date:</b>	<b>Submit Proposal by:</b>
March 2020	Feb. 15, 2020
May 2020	April 15, 2020

**Mail Completed Application To:** Rockland Rotary Club  
Attention: Benefactions Committee  
P.O. Box 1811  
Rockland, ME 04841

**Benefactions Committee Contact:** **Sherree Craig**  
[scraig@allenif.com](mailto:scraig@allenif.com)  
207-230-5840