



2024 Grant Application

Richardson Rotary Club supports organizations serving the Richardson community. Any organization receiving support must be a 501(c)3 organization.

Organization Name: _____

Web site URL: _____

Do you have a 501(c)3? YES or NO If yes, date established: _____

Executive Director/President Name: _____

Phone: _____ Email: _____

Address: _____

Grant Requestor Contact Info: Name: _____

Phone: _____ Email: _____

- Please provide the following:
- List of Board of Directors/Officers
 - Fiscal Year Budget
 - List of Primary Contributors
 - IRS Letter of Determination for 501(c)3 -or-
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Mission:

Project Name: _____

Purpose of Project/Program:

\$ _____ Total Project Budget (Please attach a detailed project budget)

\$ _____ Amount requested (up to \$5,000)

Please attach a detailed description (no more than 3 pages) of the project, addressing the following:

- What is the purpose and scope of the Project/Program?
- Describe the Project/Program.
- How will this project directly impact the Richardson community?
- Describe the clients served by this project
- How many people will be served?
- What other community partners are engaged in this project?
- Describe any opportunities for Rotarians to participate.

Grant applications must be submitted by email and received by **October 11, 2024**

Submit the request to info@richardsonrotary.com

Please show **Richardson Rotary Community Grants** in the subject line.

Due to high volume of requests received, Richardson Rotary Club asks that telephone calls or email inquiries regarding the status of your request not be made.

The requesting organization will receive a notification via email indicating if your request has been approved.

Approved donations will be awarded to the organization's representative at one of our regularly scheduled Monday lunch meetings.

Please note that funding requests are filled through Richardson Rotary Club. All donation decisions made by the Richardson Rotary Club are final, and you will be contacted if your request for donations has been approved.

Please acknowledge that you have read and understand the Grant Request Policy outlined above, and that your organization meets our requirements as stated by entering your name below.

Requester's Name and Title (Please Print): _____

Name of Organization: _____

Requester's Signature: _____

Requester's Email: _____

Return this form along with any attachments to info@richardsonrotary.com

All forms must be submitted by October 11, 2024