



## **DENTON MORNING ROTARY CLUB** **FOUNDATION GRANT APPLICATION**



This application is to be completed by the Organization who will be receiving the funds. All information is required and additional information may be requested. If Denton Morning Rotary Club is acting as sponsor of an event, the eventual recipient must complete this form.

Due to the number of worthy requests we receive we cannot fulfill every request. A rejection of your proposal is not a rejection of the organization. **Charities who are awarded grants should not consider these funds as part of their annual budget.** You are able to and encouraged to apply each year if you find you have a need that fits within our criteria.

### **Guidelines for Grant Requests**

- The Club will not fund requests for individuals, political organizations or campaigns, legislative lobbying, or religious organizations for sectarian purposes.
- The organization must be a 501(c)3 non-profit entity.
- Requests must be made for a specific project. Simply stating it is in support of a children's program does not qualify as a specific project.
- The project should have a charitable, scientific, or educational purpose. Preference will be given to programs that focus on benefitting children and the elderly.
- International projects may be in collaboration with other Rotary Clubs and combined with grants from Rotary International.
- Local projects should benefit the residents of Denton County.
- Grants less than \$500 may be considered by the Community Service Chair and Committee. Applications in excess of \$500 will be acted upon by the Board.
- **Applications may be taken at any time of the year. However, funding must be made during the fiscal year of the Club. No funding will be approved that requires the next Board's budget.**
- Organizations requesting funds may be asked to make a presentation to the Club prior to granting of funds. This in no way is indicative of whether the grant will be approved.
- If an organization receives grant money a representative must come to a regularly scheduled Club meeting to receive the check.
- Organizations who receive funds must present to the Club at our regularly scheduled meeting regarding the use of the funds, how they impacted your organization and the result of the project.
- Only our standard form will be accepted and all areas must be completed.

If a member of Denton Morning Rotary Club is involved in the application, they must be in good standing prior to the application being made.

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All information must be provided at the time of application. Any requests for additional information will delay action being taken on the request.

1. Applicant Organization must be an existing non-profit organization with federal tax-exempt status.

Name of Organization	
Tax ID Number	
Contact Person's Name	
Contact Person's Title	
Mailing Address	
City, Zip	
Telephone	
Fax	
E-mail	
Grant Amount Requested	\$

2. Project Narrative – provide a brief description of the proposed project in the space provided. Include the goals of the project and the stated purpose of the project.

3. The number of children or elderly to be served by the project described above\_\_\_\_\_.
4. If the amount of this request does not fully fund the project, please list other funding sources and the amount.

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5. Project Impact – describe how the project will benefit the people for whom these funds are intended.
  
  
  
  
  
  
  
  
  
  
6. If a Rotarian is involved, please name the Rotarians involved and describe their role in the project.

**Application Checklist**

Please provide a copy of the following:

	<b>Grant Application</b>
	<b>Cover Letter from Organization's Board President</b>
	<b>IRS 501(c)3 Verification</b>
	<b>Organization's Financials</b>
	<b>List of Board of Directors</b>
	<b>Mission Statement</b>