

Dear Grant Requester,

Thank you for considering the Eden Prairie Noon Rotary Club as a source of funds for your non-profit organization. Please complete this Grant Application form to be considered for funding from our annual grants budget. Not all requests can or will be funded for a variety of reasons. However, we strive to support as many worthy causes as we can. We have tried to make this process as easy and simple as possible. If you have questions, please contact our Grants Committee Chairperson at grants@epnoonrotary.org.

Procedure for submitting grant requests to the Eden Prairie Noon Rotary:

- 1. All grant requests must be submitted on the Eden Prairie Noon Rotary Club Grant Application form. Only requests submitted on this form will be considered.
- 2. As your grant is being considered, you may be contacted for additional information.
- 3. Requests for grants may be submitted at any time. The Grants Committee will review requests periodically.
- 4. Our fiscal year is from July 1 to June 30 of the following year so please submit your request as early in the fiscal year as possible.
- 5. Grant applications should be emailed to grants@epnoonrotary.org in pdf form.
- 6. Within one year or at the completion of the project, whichever comes first, we request a report on the use of the funds and the impact it had on the community.

Please include the following information with your grant request:

- A copy of your 501(c)(3) Certification Letter
- A list of current officers and board members and any other relevant material.

Procedure for evaluating grant requests by the Eden Prairie Noon Rotary:

- 1. We will use the Rotary Four-way Test as a guideline for evaluating requests: (1) Is it the truth? (2) Is it fair to all concerned? (3) Will it build goodwill and better friendships? and (4) Will it be beneficial to all concerned?
- 2. We will consider the appropriated allocation of our annual grants budget based on our priorities and interests, which will change from time to time.
- 3. Our goal is to balance requests for local, regional, national, and international projects.
- 4. We will prioritize grant requests that have hands-on involvement of the club and/or sponsorship by a club member.
- 5. We will only fund projects that have a finite scope. We do not fund requests for on-going operational costs, salaries, or administrative costs.
- 6. We only consider requests from registered non-profits who have a 501(c)(3) Certification Letter.
- 7. We prioritize grant requests that have support from other Rotary clubs or non-profit organizations.

Thank you for submitting your grant application request. You will be notified of the status of your grant application by email to the requesting person in 60 days or less.

Basic Information

Application Date	
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Organization Information			
Organization Name			
Street Address			
City	State	Zip	
Website URL			

Contact Information	
Contact Name	
Contact Job Title	
Contact Phone	Contact Email

Project Information			
What is the name of this project?			
What will the funds be used for?			
What geography is covered?			
Who will be impacted by this project and how?			
How many people will be impacted?			
Project Duration	<input type="checkbox"/> Ongoing	Or Start Date	End Date
Scope of Request	<input type="checkbox"/> Local	<input type="checkbox"/> Regional	<input type="checkbox"/> National <input type="checkbox"/> International
Total Project Budget			
What other sources are you getting funding from?			
How much is your grant request from EP Noon Rotary?			

Grant Request Contact information (if different from the Contact Information above)	
Name of Sponsoring Rotarian(s) if any	