



# Rotary San Leandro

## ANNUAL COMMUNITY GRANT APPLICATION PROCESS

To be considered for a Rotary Club of San Leandro (RCSL) Community Grant, please submit the grant application by email no later than **5:00 p.m. on February 14, 2020**. If submitted after the deadline, your application will be considered only if there are remaining funds for the 2020 grant-making year.

### 2020 Grant Priority Areas:

- San Leandro based, majority (51%) of clients served are San Leandro residents. Any exceptions to this will be reviewed on a case-by-case basis and will be presented, with sufficient rationale, to the Board if awards will be made/proposed.
- Focused on programs/activities with most benefit to individuals, no “cosmetic” capital projects (painting, flooring etc.)
- Focus populations: Children and families, seniors, “at-Risk” individuals
- Priorities can change each year based on committee recommendations to the Board

### Required elements of the grant:

- A press release of the joint partnership between your non-profit and San Leandro Rotary.
- If you have a website, a link to our website to show our local projects and or through other social media outlets.
- A Rotary presence to assist with your projects (if applicable and as outlined in your grant application).
- It is customary that all checks are distributed at one of the weekly luncheon meetings held by the Rotary Club of San Leandro. If awarded, please expect to arrange a time for someone associated with your project to receive the check at a Club meeting & make a short presentation about your project and how the funds will be used.

Please email your application to the current President, Dianne Dorn, at [ddorn7048@gmail.com](mailto:ddorn7048@gmail.com) **and** the grant committee chair, Jennifer Reed, at [jreedsf@gmail.com](mailto:jreedsf@gmail.com). The Rotary Club of San Leandro will inform you by **March, 2020 on the status of your grant request**. Partial funding may be presented as alternative awards. The Rotary Club of San Leandro plans to publicize the results of approved grants on the Rotary Club of San Leandro website & social media platforms.

In addition to your application please provide the following documents.

1. Detailed budget of your proposed project or new program
2. Organization’s latest Balance Sheet
3. List of officers and directors of the organization and their affiliations

Submit your application along with these required documents as one PDF document please.