



2021-2022 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 25, 2022**. If submitted after the deadline, your application will be considered **only** if there are remaining funds for the 2021/2022 grant making year.

2021/2022 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 The Rotary Club of San Leandro.
- 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/volunteer 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. Due to COVID restrictions, other arrangements may be made to receive checks. Grant awardees will be asked to attend a meeting (virtual or in-person) to do a short presentation related to the award.

Please email your application to slrotarygrants@gmail.com. If you have any questions regarding the grant please email this address as well. The Rotary Club of San Leandro will inform you by **the end of March, 2022** 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 by **February 25, 2022 at 5PM** as one PDF document. Please note character limits for some sections. **Narrative beyond the character limit will not be considered as part of your application.** Please include the following information in your request:

Project Title:

Name of Organization:

Street Address:

City, St., Zip:

Organization's Contact Name:

Organization's Contact Phone:

Organization's Contact Email:

Organization's Tax-Exempt ID:

Organization's Vision, Mission, and/or Purpose (**limit 100 words**)

Project or New Program Service Area - outline where the majority of clients reside and/or which communities will be impacted as a result of funding: (**limit 250 words**)

Total number of people to be served:

Grant Request Summary: (**limit 750 words**)

Total cost of the proposed project or new program:

Amount requested as a grant from Rotary Club of San Leandro:

How will you know your program has been successful? How will you evaluate success? (**limit 500 words**)

Are there opportunities for members of the Rotary Club of San Leandro to volunteer with your project and/or organization? If so, what are they and who is the contact person? (**limit 100 words**)

If you received a grant from the Rotary Club of San Leandro within the last 3 years:

Please describe how the funding made an impact: (**limit 500 words**)

Please share a success story related to this funding: (**limit 500 words**)

What, if anything, you would have done differently: (**limit 500 words**)

THANK YOU for applying for a grant from the Rotary Club of San Leandro.