Sebago Lakes Rotary Club

Grant Application

Organization:

Project Title:

Contact Person: Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Your funding request will not be considered complete unless all of the following questions have been answered. All Requests must be submitted in writing.*

**Organization Description**

1. Please provide us with a brief description of your organization.
	1. What is its mission?
	2. How long has it been in existence?
	3. What is (are) its primary sources of funding?

**Problem Identification**

1. Please describe the specific problem or issue you are planning to address with requested Rotary funds.
2. Include references to information that confirms the existence of the problem or issue you want to address.
3. Using research or other available information, identify the extent of the problem.

**Project / Program**

1. Identify the portion, or all of the issue you plan to address.
2. What are your objectives?
3. What methodology will you apply to the issue?
	1. Why is this method preferable to an alternative method?
4. Include research or information that demonstrates your proposed intervention is likely to succeed.
5. Tell us what resources you have identified as being necessary to accomplish your objectives
	1. Where will they come from?
	2. Who will be providing them, how often, where and when?
6. In addition to providing requested funding, is Rotary expected to be involved? If so,

**Outcomes / Impact**

1. Identify your planned outcomes.
2. How will you demonstrate the outcomes have been achieved?
3. What method(s) will you use to identify results?
4. Who or what will conduct the evaluation?

**Marketing (Public Relations)**

1. Describe your marketing (public relations) plan.
2. How will Rotary be included in this PR / Marketing effort?
3. What is your plan to sustain your efforts beyond Rotary’s involvement?

**Project Timeline**

1. Will the project be ongoing?
	1. If not, what is the project term?
	2. If ongoing, what will you be able to complete within 12 months?

**Budget**

1. What is the Budget to implement this project? (provide detail)
2. Will funds be solicited from other sources?
3. Will your organization match the funds being requested in the application?
4. Are you planning to leverage provided funding to achieve additional funding?

**NOTE:**

*Rotary conducts fundraising projects to raise funds used to support community projects and programs. Oftentimes these fundraising events require substantial volunteer time and effort by Rotary Club members. Volunteer assistance with these efforts will be appreciated, and a willingness to join with Rotary in its fundraising activities will be a consideration in our decision to approve requested funds*.

Please indicate your willingness, as an organization, to provide volunteers to assist with the Rotary fundraising.

***Please be sure to sign your funding request****.*

*By signing your request, you confirm, to the best of your knowledge, that any Rotary funds awarded will be spent only for eligible items as outlined in your application.*