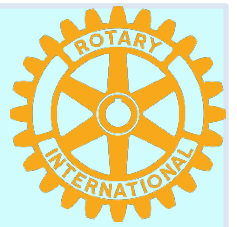




# RSF ROTARY FOUNDATION GRANT APPLICATION



## RANCHO SANTA FE ROTARY FOUNDATION, INC.

A California Nonprofit Public Benefit Corporation

Tax Id. No: 33-066601

Established July 22, 1985

Grant (\$250 to \$3,000)

The Rancho Santa Fe Rotary Foundation thanks you for your interest in our organization. To be considered for a grant, all candidates must meet the criteria set forth below prior to submitting an application. **Before submitting an application, please review the Rancho Santa Fe Rotary Foundation Community Grants Guidelines for Application on our website.**

If the grant is awarded to your organization, funds will be distributed as outlined in the Guidelines for Application.

### **In addition to the Guidelines for Application, the following also apply:**

1. The RSF Rotary Foundation **does not fund** warranties/service contracts, subscriptions, user licenses, bank/investment accounts, outside endowments, or general/reserve funds.
2. All beneficiaries of RSF Rotary Foundation grant funding must provide a confirmation of how the funds were spent within **six (6) months** of receipt of funds.
3. Applicants who are funded must wait **one (1)** calendar year to reapply for another grant.
4. Applicants should have Federal 501(c)(3) status.

Documentation is required to be submitted with the application.

## Application

Please respond to the following questions, and submit your answers in a separate document as further detailed below.

1. Full legal name of organization:

Name of contact person responsible for this application:

Telephone number(s) (business/cell/other):

Email address:

Mailing address:

Location for site visit: *(if different from mailing address)*

Number of years in operation:

Federal tax ID Number:

Website address:

2. What is the primary mission of your organization? *Be concise, as we may use this information in either internal RSF Rotary Club communications or public press releases if your organization is approved for funding.*

3. Who benefits most from the work your organization does within the community?

4. THE PEOPLE YOU SERVE:

Youth    Adults    Elderly    Disabled    Veterans    Active Duty Military  
Animals    Other

5. What are the current sources of funding for your organization?

*Include all grants, foundation gifts, benefits in the organization's honor, fundraising events, endowments and other sources.*

6. What is the size of your organization's staff?
  
7. Is there a representative from your organization available to speak to our group if requested? *If yes, provide name, phone number, and email.*
  
8. If the grant is awarded, how will you use the funds? *Provide a detailed breakdown, by dollar amount or percentage of funds, how each dollar will be spent. (750 word limit). Provide specific details that clarify what dollar amount, or percentage of funds requested, will be used for operating support and program support.*
  
9. Break down of your organization's budget going forward:
 

% Operating/Administrative	% Fundraising	% Program
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10. How did you learn about The RSF Rotary Foundation?
  
11. Were you selected as a grant recipient by the RSF Rotary Foundation in the past three years? If so, when and what were the amounts awarded?
  
12. Is there any additional information you would like to share?

*[Application checklist to follow]*

## Submitting the Application Checklist:

*Incomplete and late submittals will not be considered.*

1. **Email one (1) full digital application (PDF Format)** with attachments and supporting documentation to [rsfrotaryfoundation@gmail.com](mailto:rsfrotaryfoundation@gmail.com)
2. Via the U.S. Postal Service, **mail the entire application**, attachments, and supporting documentation to **RSF Rotary Foundation, P.O. Box 766, Rancho Santa Fe, CA 92067.**
3. Provide a copy of your Section 501(c)(3) status determination letter.
4. If your non-profit organization is not listed on **Guidestar ([www.guidestar.org](http://www.guidestar.org))**, provide the first eight (8) pages of your most recent copy of Form 990.

**All applications must be postmarked and emailed no later than the Application Deadline set forth in the Guidelines for Application.**

**If you have any questions, please email: [rsfrotaryfoundation@gmail.com](mailto:rsfrotaryfoundation@gmail.com)**