



Rotary Club of Menlo Park Foundation

www.menloparkrotary.org

Application for Funding

Funding Goals for the Gifts Committee of the Rotary Club of Menlo Park Foundation (RCMPF):

- To raise public awareness of a compelling need of an underserved segment in the areas of "Youth education and mental and physical health services."
- To provide financial assistant to 501c3 tax exempt organizations addressing such needs through specific projects in the designated areas.
- To provide these services in Menlo Park, adjacent unincorporated communities, and East Palo Alto
- To raise awareness of the ongoing service the Rotary Club of Menlo Park performs in our local communities.

Instructions:

- The application (following this document) should be completely filled out. Responses to the questions should be no longer than two pages in total (excluding annual report). This is available at menloparkrotary.org.
- Please attach your annual report, financial statements, and the IRS letter granting your organization tax exempt (501c3) status. Please do not attach anything else to this request.
- Deadline for application: March 31, 2017. RCMPF Gifts Committee will make decisions by April 30, 2017. If you have an extremely time sensitive request, please let us know when you submit your request.
- If you have previously received funds from us in excess of \$1,000, please also submit the Funding Follow-Up Form by emailing it to mprotarygifts@gmail.com. A copy of this form is on the website at menloparkrotary.org.
- Email "Application for Funding" submissions to mprotarygifts@gmail.com.

Additional Information:

- Preference will be given to smaller, locally-oriented organizations that provide significant services.
- All organizations funded will be expected to present their project at a Menlo Park Rotary meeting within one year.
- All organizations funded in 2017 will be required to provide us a Funding Follow-up Form by Jan. 31, 2018.

Please Respond to the Following Questions:

Organization name:	
Name and contact info of person submitting this request:	
Name and contact info of person responsible for administering the funds at organization:	
Explanation if annual report is not attached:	
Gift amount requested:	
Explanation if/how partial funding impacts the success of the project:	
Organization description (include mission, number of years in existence, communities served, number of staff and tax exempt, 501c3, status):	
Specific compelling need in the community, and how your project which is designed to meet that need, providing quantification whenever possible:	
Specific project budget and timeline:	
Specific date by which you would require funding for your project to succeed:	
Means by which your organization will acknowledge funding from the Menlo Park Rotary Club:	
Members of your organization who are Rotarians, their positions, and clubs they belong to:	
Previous funds donated by the RCMP, including amounts and dates	