



Rotary Club of Fair Oaks

Community Grant Application

The Rotary Club of Fair Oaks (RCFO) is pleased to announce grant funding available for programs and projects of nonprofit organizations and schools for charitable and educational activities to benefit children and senior citizens in Sacramento County, particularly in the community of Fair Oaks, CA.

Applications for up to \$1,000 are considered three times a year, as follows:

<u>Application Deadlines</u>	<u>Awards Announced By</u>
October 1 st	November 25 th
January 1 st	February 25 th
April 1 st	May 25 th

Requests will be considered only if all the following required information is included in the application package:

- Cover Page
- Answers for Section I. (one page maximum)
- Itemized budget and answers for Section II.
- Signature page

I. PROGRAM/PROJECT DESCRIPTION

- i. Please explain the need for this program / project.
- ii. Describe the purpose and activities of the program or project. Who will benefit from this program / project? How many will be served?
- iii. How will you accomplish this program / project?
- iv. What are the expected outcomes of this program / project?
- v. Do you have plans to continue the program / project? What other resources will you consider to continue the program / project?

What is the starting date of the program / project? _____

What is the ending date of the program / project? _____

II. FUNDING

Please attach an *itemized* breakdown of the budget for this project, including any additional sources and anticipated expense/proceeds outlays. Include a discussion as to additional sources received/to be received.

Have you or the requesting organization requested funds from the RCFO in the past?

Received any funds or projects supported by RCFO? Please list projects and dates.

Did you submit a final report from prior year’s funding? If not, please submit a final report with this application. Your report should summarize project activities and outcomes, even if the project outcomes did not meet your expectations.

III. ADDITIONAL INFORMATION

Please attach additional information or photos that are relevant to your request.

IV. ACKNOWLEDGEMENT

I understand that acceptance and receipt of this grant will require that I provide:

1. **Periodic written reports** documenting the progress, accomplishments and any revised completion dates.
2. **Final report** of completed project, including copies of receipts. Please consider presenting a final report at one of our Monday meetings (prior arrangements required).
3. **Digital photos and/or videos** that can be used on the website of the Rotary Club of Fair Oaks.

Signature: _____ Date: _____
Applicant

Name of School Administrator/Agency Representative: _____

Signature: _____ Title: _____

Please send completed application, with signatures, to:

shelleymathews@sbcglobal.net

OR

Rotary Club of Fair Oaks
ATTN: Community Grant Committee
PO Box 236
Fair Oaks, CA 95628

Questions? Call Shelley Mathews (916) 671-9715

FOR FAIR OAKS ROTARY GRANTS COMMITTEE USE

RCFO Committee Approvals:

1. _____ Date: _____
2. _____ Date: _____
3. _____ Date: _____

RCFO Board Approval:

President: _____ Date: _____

(2016-17)