



**Onalaska Hilltopper Rotary Club  
Club Funds Request  
Project Application**

<b>Project Name</b>	
<b>Primary Club Member Contact</b>	
<b>Second Club Member Contact</b>	
<b>What is the purpose of this project? Please fully describe the project.</b>	
<b>How will this project meet the needs of the community?</b>	
<b>Budget – Items to be purchased?</b>	

# PROJECT FUNDING SUMMARY

<b>Total Project Funding Required?</b>	
<b>Rotary Foundation Request?</b>	
<b>District 6250 Request?</b>	
<b>Rotary Works Request?</b>	
<b>Other Rotary Clubs Requests?</b>	
<b>Other Funding Sources?</b>	
<b>Amount Requested From Onalaska Hilltopper Rotary Club?</b>	

***Please review the checklist below so you may have as complete a proposal as possible.***

**1. PROJECT EVALUATION**

[You will want to include details of the following in your application]

- Community needs/supports this project -
- Project Committee of at least 2 Rotarians –
- Oversight of Funds –
- Significant Rotary involvement in implementation –
- Evidence of community involvement –
- Meetings with local stakeholders –
- Promotion of project in media –
- Build stronger Rotary network –
- Satisfy a real humanitarian need in the community –
- Could this project qualify for a Rotary Foundation Matching Grant? -
- Could this project qualify for District 6250 funds and/or Rotary Works Foundation? -

**2. REQUIRED**

- Specific Budget -
- To Whom and When would club funds be paid? -
- Would Onalaska Hilltopper Rotary Club commitment be contingent on any factors? –
- Timeline for completion of the project? -

**3. INELIGIBLE PROJECTS (Primarily apply to Rotary matching but may be considered for club funds)**

- Establishment of a foundation or trust
- Benefit to a Rotarian or the relative of a Rotarian
- Reimbursement of completed or existing projects
- Purchase of land and buildings
- Construction of any structure
- Salaries or stipends for cooperating organizations
- Operating or administrative expenses of cooperating organizations
- International travel

**Return completed application to:**                      **Club President**  
**Onalaska Hilltopper Rotary Club**  
**PO Box 36**  
**Onalaska, WI 54650**

**You will likely explain your project in concept to the entire club first, then present project details to the Onalaska Hilltopper Rotary Board for consideration of club funding.**