

<p style="text-align:center">NILES ROTARY FOUNDATION 2020 FUNDING PROPOSAL APPLICATION GUIDELINES</p>
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I. INTRODUCTION

Niles Rotary Club is pleased to announce that we are accepting proposals from qualified organizations for funding of programs that benefit the local community.

II. ELIGIBILITY FOR FUNDING

Funding is available to qualified nonprofit organizations and institutions that are tax-exempt. Proposals for funding should preferably require a one-year commitment in the \$500 to \$5,000 range. Program and project proposals will be accepted along with capital and equipment proposals.

III. SUBMISSION OF PROPOSALS

Project funding proposals must be received by Niles Rotary **before Wednesday, May 20, 2020** to be considered for funding. *Applications will only be received by email.* The grant review process will begin around June 1, 2020 with the recipients being announced shortly after the review process is completed. Funding is provided by the Niles Rotary Foundation, a 501(c)(3) charitable foundation formed and supported by the Niles Rotary Club.

III. SELECTION CRITERIA AND PROCESS

The Niles Rotary Foundation reserves the right to select one or multiple recipients of this funding, to partially fund a project and to reject any or all of the proposals for funding at the sole discretion of the Foundation. The following criteria will be taken into account when considering funding community philanthropic projects/programs:

- Geographical area of activity (Fremont)
- Demonstrate use of funds with measurable objectives
- Life-enhancing, well defined objectives
- Long term community significance
- Any other criteria that might be pertinent to the project
- Participation/support of the Niles Rotary Elimination Raffle

Proposals which meet required criteria and deadlines will be reviewed by the grant committee comprised of members and Board Members of the Niles Rotary Club. Funding recommendations from the committee will be forwarded to the Board of Directors of the Niles Rotary Foundation for final selection. Please direct proposals and any questions to:

Gifting Committee
The Niles Rotary Foundation
NilesRotaryGrants2020@gmail.com

**NILES ROTARY CLUB (FREMONT)
2020 COMMUNITY GRANT FUNDING
REQUEST FORM**

Please complete the following application form for your project proposal. You may use attachments if needed. Niles Rotary Club reserves the right to reject any proposal that does not fully complete the application. **Application submission deadline is Wednesday, May 20, 2020. Applications will only be accepted by email.**

Please complete the following about your project. You may use attachments if needed:

1. Name of Organization: _____
2. Address: _____
3. Executive Director/Manager/President: _____
4. Phone: Business _____ Home _____
5. Geographic area served: _____
6. Date organization established: _____
7. Organization Overview:
 - a.) Number of employees on payroll: _____
 - b.) Estimated gross payroll: _____
 - c.) Number of volunteers: _____ Hours/week: _____
8. Briefly describe the services and/or products the organization provides to the community.
9. How will the requested funds be spent? Equipment _____ Building _____ Other _____
Please describe in further detail:

10. Funds:
- a. Amount of funding requested: \$ _____
 - b. Estimated date funding is required: _____
 - c. What is the significance of this funding to the community?

 - d. How many people will directly benefit from this project? _____
11. Does the Organization have a Board of Directors? Yes () No ()
12. Frequency of board meetings: _____
13. Date of most recent board meeting: _____
14. Name, address, phone number of the President of the Board of Directors:
- Name: _____
 - Address: _____
 - Phone: _____
15. Are you a member of or do you receive funds from the United Way, government agencies or other charities or activities? Yes () No ()
- If yes, please name and describe funders:
16. Type of organization? e. g. 501(c) _____
- Tax exempt status:
- a. Yes () No () Federal ID number _____ Date _____
 - b. Yes () No () State ID number _____ Date _____
17. Describe any Rotarian involvement with the project:

18. Should your organization be a grant recipient, Niles Rotary asks that you and/or your organization partner in the success of the Elimination Raffle. The events financial success will determine the size of the grants to be awarded. Awarding of a grant is not based solely upon the ability to help with the event, but also in other factors mentioned in this application. With this in mind, please check all areas that your organization would be willing to assist in making the event a financial success:

- a. _____Purchase tickets
- b. _____Volunteer at the Elimination Raffle event
- c. _____Sell tickets to the Elimination Raffle
- d. _____Promote the Elimination Raffle on your organization’s website and social media channels
- e. _____All of the above

19. Additional comments on organization (use additional sheets if necessary).

20. Should we wish to visit your project, or see one of your activities, when is the best time?

21. Please attach a copy of your most recent financial statement and future year budget/forecast.

Submitted by: _____

Title: _____

Phone: Day _____ Evening _____

Date: _____

Signature: _____

Please email completed funding request form **before May 20, 2020** to:

Gifting Committee
Niles Rotary Foundation
NilesRotaryGrants2020@gmail.com

You are welcome to provide any other pertinent information about your request below: