

## **Rotary Club of Greater Corvallis Special Funds Grant Application**

### **Overview**

The Rotary Club of Greater Corvallis (RCGC) has accumulated a net fund balance in recent years that is available for community benefit. After considering several options, the club's Board of Directors determined that the funds could best be used in the service of Rotary. The funds are being made available -- on a one-time basis -- to RCGC members on behalf of organizations/projects that are aligned with Rotary's mission and are important to the Rotary applicant.

### **Funding Goals**

The Board appointed an ad-hoc Grants Committee to conduct the special funds application and awards process in a fair and open manner. Projects submitted must meet the following Board-identified goals, which are imbedded in the funding criteria and grant agreement requirements. The funds shall be put to work to:

- #1: Advance the Club's mission/avenues of service
- #2: Facilitate member engagement
- #3: Increase Rotary's visibility and its good works in the community

### **Grant Intent**

The club has \$15,000 available to award. The Grants Committee has discussed providing 10 grants @ \$1500 each. Applicants may request a lesser or greater amount; however, larger requests will require additional budget justification. The Grants Committee reserves the right to award any Beneficiary any amount; or award no funds, if funding goals and criteria are not met.

### **Grant Agreement Requirements**

The following grant requirements shall be agreed to as part of the applicant's grant evaluation and award.

- #1: Beneficiary must have a RCGC member/sponsor for their application
- #2: Beneficiary must agree to promote the award (and Rotary) within their organizational and/or individual communication channels (as appropriate)
- #3: Beneficiary must be available to present the impact of the grant to the Rotary membership before June 30, 2020

### **Funding Cycle**

The Grants Committee's work will sunset June 30, 2020. Toward that end, the following timeline will be in effect:

- August 2 – September 27: Announce and encourage member participation
- September 6: Special Funds Grant Application Q&A, after Rotary meeting
- October 4: Applications due by 5 pm
- October 7-25: Grant Committee review period
- November 1: Awards announcement at Rotary lunch meeting
- March – June 2020: Grant recipients make 5-minute Rotary update presentations

## **Instructions for Submitting Special Funds Grant Application**

- (1) Please fill out the Special Funds Grant Application directly onto the word document (to follow, pages 3-4), sticking to the 200 per-question word limit, as best as possible. Hand written responses are acceptable.
- (2) Grant Applications are **due on Friday, October 4, 2019, by 5:00 pm** to: [Ritterconsulting@mac.com](mailto:Ritterconsulting@mac.com)
- (3) If your Application is approved for award, the Applicant/RCGC Member and Beneficiary will be asked to review and sign a short Grant Agreement prior to disbursement of any funds.
- (4) If the Beneficiary of the award is an individual, and not a recognized 501(c)3, Beneficiary will receive reimbursement for expenses by submitting receipts, up to the granted award amount. Specific instructions will be provided in the Grant Agreement.

Questions: Please call or email: Alicia Ritter at (208) 830-6520, [ritterconsulting@mac.com](mailto:ritterconsulting@mac.com)

**RCGC Special Funds Grant Application**

Rotary Applicant/RCGC Member \_\_\_\_\_  
Phone (H) \_\_\_\_\_ (Cell) \_\_\_\_\_  
Email Address \_\_\_\_\_

Beneficiary \_\_\_\_\_ Contact Name \_\_\_\_\_  
Phone (H) \_\_\_\_\_ (Cell) \_\_\_\_\_  
Email Address \_\_\_\_\_

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***Please respond to items A & B.***

A) Was this application developed in conjunction with the Beneficiary?  
Yes \_\_\_\_\_ No \_\_\_\_\_

B) Projects must meet one of the four Rotary avenues of Service, and can be conducted locally or internationally. Please identify which one(s) of these your project meets:

• Vocational \_\_\_\_\_ • Community \_\_\_\_\_ • Youth \_\_\_\_\_

• **International Service:** (*& which category*): \_\_\_\_\_  
\_\_ promoting peace \_\_ fighting disease \_\_ clean H2O \_\_ sanitation & hygiene  
\_\_ saving mothers/children \_\_ supporting education \_\_ growing local economies

***Scoring Criteria***

Please respond to the following five questions in 200 words or less per criteria. There are a total of 25 points available, 5 points per question; 5 = Outstanding; 4 = Very Good; 3= Good; 2= Fair; 1 = Poor. Scoring will be based on completeness, and how closely responses meet the funding goals and /or grant award requirements.

**#1: Project Description, Impact, Rotary Mission Alignment**

Please describe the need/opportunity your project is addressing, its anticipated impact, and how it meets the Rotary avenue of service identified in item B (above).

5 4 3 2 1

**#2: Leveraging the Grant**

Please define how the organization/beneficiary will leverage this grant against other opportunities to attract gifts of time, talent or treasure; and/or help to foster strategic alignments with other organizations.

5 4 3 2 1

**#3: 4-Way Test**

Central to Rotary is the 4-Way Test, which articulates the organization’s ethical decision-making guide. These include: 1) is it the truth? 2) is it fair to all concerned? 3) will it build goodwill and better friendships? 4) will it be beneficial to all concerned? Please identify which one(s) your project best addresses, and how.

5 4 3 2 1

**#4: Publicizing the Grant**

One of the grant award requirements is the commitment to publicizing this grant and Rotary within your organizational or individual communication channels (as appropriate). Please provide a brief description of how this will be accomplished.

5 4 3 2 1

**#5: Budget & Justification**

Amount requested: \$\_\_\_\_\_

Please provide a brief summary of how the funds will be used. You may tie this response to Question #2 for greater clarity.

If requesting more than the \$1,500, please describe (a) the additional impact anticipated from the funding; and (b) the back-up plan for moving ahead with the project if you receive less than the requested amount.

5 4 3 2 1

**TOTAL POINTS AWARDED** \_\_\_\_\_