

Grove Rotary Foundation Grant Application Information

The purpose of the Grove Rotary Foundation's charitable giving distribution is to provide financial support to local non-profit organizations. Please review the following information to determine if your grant would qualify for consideration.

Guideline principles for grant consideration:

- The Grove Rotary Foundation's Mission Statement is "to promote education, charitable and scientific activities." Each grant will fulfill this function within the guiding principles of Rotary.
- Organizations applying for grants must enhance the City of Grove, Delaware County, and/or the Grand Lake Area while embracing the concepts of accessibility, fairness, inclusiveness, and diversity included in the guiding principles of Rotary.
- Grant requests should represent defined projects or programs including specific requests for materials, equipment, etc. There is a \$5,000 cap for each grant. An organization is allowed to submit more than one grant.
- In evaluating equivalent requests, they will be prioritized based on proximity to Grove with the priority being 1) the City of Grove; 2) Delaware County; and 3) the Grand Lake Area.
- The project or program should be under the direction of a local organization or local affiliate.
- All charitable requests must be sponsored and submitted by a current member of Grove Rotary.

What the Grove Rotary Foundation will not fund:

- Individual Sponsorships
- Organizations outside of the Grand Lake area
- Ongoing operating expenses
- Political projects or those that are primarily related to political causes
- Religious organizations for religious purposes
- Sabbatical leave or scholarly research
- Costs already incurred
- Endowments and debt reduction
- Fundraising events unless sponsored or co-sponsored by the Grove Rotary Foundation
- A commitment to more than one year's funding

What the committee will need from applicants:

- The grant application must be completed electronically (hand-written grants cannot be accepted).
- Grants must be emailed to the Rotarian who is sponsoring the grant along with a current budget or a detailed list of all sources of revenue and expenditures, and a bid or quote for items to be purchased. Please note the Rotarian sponsor must email all requested information to the Charitable Contributions Committee by Midnight on November 30, 2024.
- The committee may require additional documentation to justify and support the grant request, including additional bids, estimates, and/or specific project budgets. Based on the complexity and size of the project, the committee may request by-laws, a list of board members, other funding and 501(c)(3) documentation, etc.
- If the grant is funded, grant recipients should make arrangements to have a representative of their organization receive the grant in person at a designated Grove Rotary Meeting.
- Application can be found at www.groverotary.org.

What the committee will need from the sponsoring Rotarian:

- The sponsoring Rotarian shall gather the following information from the grant applicant and submit a grant to the Rotary Charitable Contributions Committee:
- Current grant application document with all questions answered and/or fields completed with detailed and accurate information.
- Copy of quotes or documentation supporting the costs for grant expenditures (i.e., if requesting to purchase laptops for a classroom, provide a quote from the vendor, if the grant includes printing, supply copy of printing quote, etc.).
- Acknowledge that the grant application has been approved by the authorizing entity (i.e., Board of directors, school principal, etc.).
- Acknowledge that successful grant applicants will be required to document how the grant funds were expended prior to the next grant cycle.
- Sponsoring Rotarians must complete the final page of the grant application and email the following to groverotaryccc@gmail.com by midnight on November 30, 2024.

FOLLOW UP

Funded Grant applicants will be asked to submit information on the success of the grant, along with receipts and documentation as to how the grant funds were spent. Recipients who fail to properly report and account for expenditures may be denied future grant funding.



Grove Rotary Foundation, Inc.
Grant Deadline: Midnight on November 30, 2024

Questions?
 Suzanne Knott
groverotaryccc@gmail.com
 918.527.3183

Instructions

- 1) [Read the Grant Guidelines first.](#)
- 2) Complete the form by clicking in the white area next to the question/prompt.
- 3) Save a copy of the completed form and email it to your sponsoring Rotarian along with a copy of your current budget or a detailed list of all sources of revenue and expenditures.

Name of Organization					
Grant Summary <i>*Brief description to describe what is being requested</i>					
Amount Requested: (\$5,000 Maximum)					
	Name	Phone (Cell)	Email		
Primary Contact					
Sponsoring Rotarian					
Organization Mission					
Year Est.		Annual Budget		Website	
IRS Registered 501(c)(3)? Y/N		IRS Form 990 on file? Y/N		Number of employees	
How many people will this grant serve?					
Geographic area grant will serve?					
Description of the grant request and the specific purpose for this request:					

To be filled out by Rotarian

Thank you for agreeing to sponsor this grant. As a reminder, we are revising our grant process this year. We are asking our fellow Rotarians to be more involved with the grants they are sponsoring. We will ask you to submit this grant on behalf of the organization that is applying for a grant. We are also asking you to be a point of contact. For example, if this grant is funded, we may ask you to notify the organization their grant was funded and make proper arrangements for a representative to attend the Rotary grant distribution meeting.

Please complete the information below by clicking in the white area beside the gray box for each question/prompt. Once you have completed this information, email Suzanne Knott using the email below. If you have any questions, contact Suzanne at 918.527.3183.

Email the following to GroveRotaryCCC@gmail.com :

- 1) This form with your comments completed below.
- 2) A copy of the organization's current budget or a detailed list of income and expenditures.

Sponsoring Rotarian Name:	
Have you read the grant and discussed it with the applicant? Yes/No	
Are you personally involved in this organization and if so, how?	
Please detail below why you feel we should fund this grant.	
How does this grant fulfill the Rotary Mission to promote education and charitable and scientific activities?	