**ROTARY CLUBS OF GAINESVILLE FOUNDATION, INC.**

**Grant Application for Grant Funds from the**

**2025 Wild Game Feast**

**BACKGROUND**

Rotary’s annual WILD GAME FEAST is held in March of each year to raise money to fund grants that will benefit the local area. The recipients of the grant funds are chosen by the Board of Directors of the Foundation after it has reviewed all the applications. The net proceeds generated by the WILD GAME FEAST vary; and therefore, a specific amount cannot be guaranteed. The Foundation’s actual contribution will be determined by the Board of Directors after the event, who may require a grant agreement for any award. Only organizations which the IRS certifies as qualified public organizations under sections 501(c)(1) or 501(c)(3) of the Internal Revenue Code are eligible for funding. ***Response to the Application Summary at the end of this application is mandatory.***

**CRITERIA**

While all ideas/projects will be considered, the Board has historically favored projects that adhere generally to the *following guidelines (note: italicized items are mandatory. Proposals not meeting these requirements will not be considered.):*

1. All recipients *must* be certified as charitable organizations by the Internal Revenue Service and be listed online at the IRS Exempt Organizations Select Check web site, the comprehensive list of qualified charitable organizations maintained by the IRS.
2. The project *must* primarily benefit citizens of Alachua County.
3. Generally, the request should be for a one time only project; projects requiring continuing financial support are usually not granted.
4. Generally, requests for capital equipment and facilities with a useful lifetime greater than 15 years are strongly favored. Requests for operating funds will *not* be considered.
5. *Lobbying* of the Board members of the Foundation *is prohibited*.
6. The Grant application *must* be complete. **DEADLINE is 5:00 PM EDT September 30, 2024**.
7. A suitable form of recognition/acknowledgment of the grant should be attributed to Rotary Clubs of Gainesville Foundation, Inc.
8. **Preference will be given to Shovel Ready projects. Projects must begin by April 1, 2026, with a completion date on or before April 1, 2027.**

*Applicants for funding must clearly address each of the following questions, by number,* ***using the numbering system and the order indicated (e.g. 1a or 2c or 3b etc.).*** *It’s very important that each member of the review committee can easily find your response to each of the following questions.*

* 1. **THE ORGANIZATION**

1. What is the name and address of the Organization that is making the application?
2. Who is the Contact Person for the Organization; and how can he or she be contacted? The Contact Person may be asked to make a formal presentation, on behalf of the Project, to the Foundation Board of Directors.
3. Is the Contact Person a member of any of the four Alachua County Rotary clubs?
4. Is the Contact Person directly affiliated with the Organization? If not, what is the relationship?
5. Is the Contact Person a member of the Board of Directors of the Rotary Clubs of Gainesville Foundation, Inc.? Foundation Board members are not eligible to represent an organization.
6. On what date was the Organization was formed?
7. Is the Organization recognized by the Internal Revenue Service as a non-profit, tax-exempt organization? The successful applicant(s) must be listed on the IRS Charities and Non-Profits web page.
8. What is the Organization’s Federal Employer Identification Number?
9. What are the Organization’s sources of financial support? Please list in order of percent of total support.
10. What is the total amount of support and revenue received by the Organization from all sources for the past fiscal year?
11. Of all the support and revenue received by the Organization for its last fiscal year what percentage went to:
    * 1. Fund raising?
      2. Disbursements to members of the Organization?
      3. Compensation to officers, directors and trustees of the Organization?
      4. Other salaries and wages?
      5. Payments to outside consultants?
      6. Rent?
12. What is the main program of the Organization?
13. Does the Organization control, or is it controlled by, any other organization? If yes, please explain.
14. Is the Organization financially accountable to any other organization? If yes, please explain.
15. What assets does the Organization have that are used in the performance of its functions?
16. What is the Organization’s annual budget? The successful applicant will be required to provide the most recent copy of your 990. (Please do not include 990 with your application. The successful applicant(s) will be required to provide this information later.)
    1. **THE PROJECT**
    2. What is the Organization’s Project? Please describe it in detail.
    3. If the Project is funded, how would Rotary be recognized?
    4. What is the geographic area the Project will serve? (e.g., the City of Gainesville, or Alachua County, or the City of Newberry, etc.)
    5. How does the Project benefit, improve or serve the Alachua County community?
    6. What is the project completion date for the project. Priority will be given to projects that will be completed during the calendar year in which the grant is awarded.
    7. Does the completion of the Project depend on receipt of this Grant?
    8. How many residents of Alachua County in each of the following categories will benefit from the Project?

1. Economically disadvantaged

2. Socially disadvantaged

3. Disabled youth

4. Youth

5. Senior Citizens

* 1. **USE OF GRANT FUNDS**
  2. How much Grant money is the Organization requesting for its Project from the Foundation?
  3. Is this Grant the major funding source of the Project?
  4. How will the Grant funds be used?
  5. What are the other funding sources of the Project, and what commitments have you received?
  6. What is the total budget or cost of the Project including all sources of funds?
  7. What is the timeframe for starting and completing the project?
  8. **SUPPORT OF THE WILD GAME FEAST**

Participation in the planning and operation of the Wild Game Feast by the recipient is critical to ultimate success of the event. We ask the recipient to provide help for our cleanup days prior to the Feast, at the event itself and for our cleanup day on the Saturday following the Feast. The pre-feast cleanup days are normally the Saturdays immediately preceding the event. In question 14 of the summary please let us know how many people you will provide to help for cleanup days, at the event and cleanup following the event.

* 1. **FOUNDATION POLICY ON LOBBYING**

Any contact by either a Grant applicant or someone representing a Grant applicant with a member of the Board of the Foundation for the purpose of promoting the applicant’s request during the selection, presentation or balloting process is a violation of the selection procedure; and can lead to the disqualification of the applicant’s Grant application. Lobbying efforts by a Foundation Board member on behalf of an applicant will have a negative effect on the applicant’s request. Lobbying activity may detract from the merit of an application. The Foundation intends to select what it views as the worthiest project based on the merit of the application and the criteria set forth herein; and not on any lobbying (no matter how well intended). The Foundation intends that the process is fair to all concerned.

**WHEN and WHERE**

The DEADLINE for submittal of your Application for Grant is **5:00PM EDT on September 30, 2024.**

Your proposal ***MUST*** be submitted by email to: [**FeastMaster@RotaryGainesville.org.**](mailto:FeastMaster@RotaryGainesville.org)

* 1. **CONDITIONS OF AWARD**

As a condition to funding the project, the successful applicant shall maintain its IRS publication 78 listing on the IRS Select Check web site and other qualifying requirement(s) through the payment of the award. The sums paid must be used for the approved purpose within a reasonable time frame. Funds will be distributed as the project progresses. In the event the total project cost exceeds the grant amount, the amount distributed will begin after all other funds are expended.

Grant funds *must* be used for the purposes in the request and as communicated to the Foundation in the application. Distribution of funds will be contingent upon progress in completing the project. The successful applicant will be required to provide the Foundation with quarterly updates (include schedule projected /actual, financial, …) on the status of their project beginning on April 1, 2025(July 1, Oct 1, Jan 1, March 30)**.** The project must be started within one (1) year from April 1, 2025, and completed within two (2) years of April 2025 or the grant and grant monies may be withdrawn. At the time of award, the board of the RCG Foundation may set other conditions in the form of a grant agreement, including draws and deadlines and other conditions deemed advisable. The goal of the Foundation is to support Shovel Ready projects so that the grant funding allows for the timely completion of the project.

The net proceeds generated by the WILD GAME FEAST vary; and therefore, a specific amount cannot be guaranteed. The Foundation’s actual contribution will be determined by the Board of Directors of the Rotary Clubs of Gainesville Foundation after the event when the net amount realized can be determined and allocated.

* 1. **CERTIFICATION BY THE APPLICANT**

The following certification, by the applicant, must accompany each Grant application. Failure of the applicant to attach and execute the Certification may lead to disqualification of the application without further consideration by the Foundation Board.

**I certify, to the best of my knowledge, that the statements and information contained herein are true and correct. I understand the Board’s policy on lobbying activities and will comply with it.**

Dated:

Applicant, Organization:

Signature of authorized person for applicant Organization

Printed name:

Title:

Address:

Phone number:

Questions: Send email to FeastMaster@RotaryGainesville.org

. Matthew Braddy, 2025 Feast Master

A complete application for Grant must be submitted by email. Incomplete submittals will not be reviewed. Please keep your application as simple and cost effective as possible.

**Application Summary**

Please complete the following summary. Answers should be kept to one sentence.

1. Name of Agency:
2. Specific request (what is the purpose of the grant?)
3. Does your organization have a 501(c)(1) or (3) exempt status with the IRS (Y/N):
4. Are you asking for funds for more than one year?
5. Does your request benefit primarily Alachua County residents (Y/N):
6. Briefly describe the project:
7. What is the amount requested for this grant?
8. Will Rotary be the primary contributor?
9. What is the total project cost?
10. How will Rotary be recognized?
11. Does the completion of this project depend on receiving this grant?
12. What is the expected completion date for the project?
13. Which of the following categories of service result from this project; economically disadvantaged, socially disadvantaged, disabled youth, senior citizens.:
14. What is the total public support (dollar amount) that your organization received in the most recent fiscal year?
15. How many people will you be able to provide at the cleanup days prior to the Feast: \_\_\_\_\_; the day and evening of the Feast: \_\_\_\_\_\_; at the Saturday cleanup following the Feast \_\_\_\_\_.