

HIGHLANDS-MOUNTAIN TOP ROTARY CLUB
REQUEST FOR FUNDS (PLEASE PRINT)

Name of organization or individual _____

Contact person _____

Mailing address _____

Telephone (_____) _____ E-mail _____@_____

Website _____

Organization's tax exemption status: 501(c) (3): Yes () No () Tax ID _____

ATTACHMENTS (use **only** one additional page.)

1. Organization's **mission** statement or individual's **qualifications**.

2. Amount requested \$ _____

3. Start and end dates _____ to _____

4. Summary (use bullet points under headings a - d)

a. Purpose

b. Background

c. Proposal

d. Measurable and sustainable objectives

e. Reporting

- Quarterly progress reports against objectives.
- Within one month of the activity's end, the applicant will report in writing how the **expected** measurable and sustainable results compared to the **actual** results. Before and after photographs are requested if applicable.

5. Send **questions** to: BerryHoward10@gmail.com

6. Submit request to BerryHoward10@gmail.com or

USPS to: Highlands-Mountaintop Rotary Club,

Attn: Grants and Scholarship Chair,

P.O. Box 372,

Highlands, NC 28741