

Community Grants Committee Proposal

The community grants committee of the Rotary Club of Springfield Southeast is charged with the responsibility of recommending to the board of directors those charitable contributions made in the club's name for the Rotary year. (Rotary years begin July 1 and end June 30.) The funds for the year are generated from the service fund assessment.

Organizations are welcome to apply for a community grant; however, all applicants must meet the following minimum criteria:

- Charitable. Grants must be used for a charitable purpose by a 501(c)3 organization.
- Local. Grants must be used within southwest Missouri.
- Community Benefit. Proposals must specify a community benefit. Requests for funds for general operating expenses are discouraged.
- Recognition. Proposals must specify how the contribution will be acknowledged in a way that promotes community awareness of the Rotary Club of Springfield Southeast.

Springfield Southeast wishes to utilize community grants to achieve the greatest possible impact across a broad range of projects each year. To do this, we award grants ranging from \$500 to \$1,000+.

Every year, Springfield Southeast determines its scope of grant interest based on Rotary International's goals and club goals. Usually, grants are focused on literacy, hunger, and health; however, occasionally, other areas are considered.

Applications

Applications for grants are reviewed by our community grants committee. Requests for funds come from Southeast member suggestions, mail solicitations, personal solicitations from community organizations, and ideas generated by committee members.

There are two grant cycles every Rotary year, and organizations are encouraged to submit their proposals any time throughout the year to be considered for the next review cycle on the calendar.

The grant process includes two steps:

1. A review of the proposal by the committee
2. An in-person presentation (approximately 10 minutes) by the applying organization to the committee.

After presentations, the committee reviews the proposals and makes a recommendation to the board of directors. After the board of directors approves the grants, the committee notifies applicants.

Deadlines

Please see the community grants page at www.springfieldsoutheastrotary.org for upcoming deadlines and presentation dates.

Submissions

Submit your proposal by email as an attachment, as well as proof of your 501(c)3 status, to info@springfieldsoutheastrotary.org.



Community Grants Proposal Form

Grant Request Name, Purpose, & Amount

Organization _____

Organization's Address _____

Organization's Telephone (_____) _____

Contact Person & Title _____

Contact Person's Telephone (if different than above) (_____) _____

Contact Person's Email _____

Answer the following questions on a separate page(s):

- Describe the organization that the grant or project will benefit.
 - How long has it been in existence?
 - Have you grown financially?
 - Has the base you serve grown?
 - Please give some specific figures for the previous two items.
 - What are the significant accomplishments of your organization?
 - What is the make-up of your board and/or sponsor group?
 - Please state your mission statement or your purpose.
- Describe the needs which will be met, or the problems solved, by acceptance of your request.
- State what objectives (as tied in to your mission statement or purpose of your organization) can be met by acceptance of your request.
- Describe how these objectives can be met and what method will be in place for evaluating the success of the grant being funded.
- If the grant is for a project that is ongoing, how will future funding needs be met?
- Feel free to add other information or comments which you feel may be helpful to the committee as they study your request.

Do not forget to include proof of your 501(c)3 status with your proposal.