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**Grant Application**

**Please review APPLYING FOR A GRANT before proceeding**

**(Submit Application and attachments, in one (1) PDF file, via email to: nkchinn@gbrf.org)**

**APPLICANT ORGANIZATION**

**ORGANIZATION:**

**CONTACT’S NAME & TITLE:**

**AMOUNT OF THIS REQUEST:**

**ADDRESS:** (include street address if different)

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**TELEPHONE NUMBER:**  **FAX NUMBER:**

**EMAIL ADDRESS:**  \_\_\_\_\_\_\_\_\_  **WEBSITE:**

**501(c)3 Non-Profit EIN** #\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ROTARY SUPPORTER (optional):**

**GEOGRAPHIC AREA SERVED:**

**PROJECT NAME:**

**TOTAL PROJECT COST:**   **PERCENT THIS REQUEST OF PROJECT TOTAL:**

**Note: Preference will be given to projects where a Rotary grant will make a significant impact.**

**INCLUDE A BUDGET THAT DETAILS THE EXPENDITURES FOR THE PROJECT**

**LIMIT THE LENGTH OF YOUR ANSWERS FOR THE FOLLOWING QUESTIONS TO NO MORE THAN A TOTAL OF TWO PAGES.**

1. APPLICANT ORGANIZATIONAL BACKGROUND

Include organizational mission statement and purpose, and history of accomplishments.

2. PROPOSAL

A. Description of the project

B. Project goals, objectives, timeline, and anticipated impact.

C. Role of organization staff/volunteers.

D. Who will benefit from this project?

E. How will you monitor your work and how will you measure success or effectiveness?

1. What are your other potential and actual sources of support for this project?
2. Is your organization (or your parent organization) contributing to this project? Please explain.
3. If you are unable to raise the funds you are hoping to receive from other sources, what will you do with this grant?
4. Explain how your project meets the Greater Boise Rotary Foundation funding objectives.
5. Has your organization received funding in the past? When?

 Description of Projects?

3. RECOGNITION

 Explain ways in which Rotary and/or The Greater Boise Rotary Foundation will be recognized.

4. ADDITIONAL INFORMATION

Please address here anything else about your organization or project you think is relevant to this proposal.

ATTACHMENTS

In addition to the cover letter and the completed Grant Application Form, please attach copies of each of the following:

1. Verification of tax-exempt status under Section 501(c)(3) of the IRS code.

2. List of current board members (include member affiliations and any other pertinent information).

3. A one-page summary of actual income and expenses for the past two complete years; a one-page listing of funding sources and amounts received from these sources over the past two years. (if your organization is part of a government or national organization, a budget of your project will be sufficient)

4. Organization’s current year operating budget.

5. Organization’s year end financial Statement.

6 Organization’s current Year to Date financial Statement.

REPORTS

The GBRF requires progress reports from the organizations that received funds in the past. An Interim Report is to be submitted to GBRF no later than December 15. A Final Report is due no later than March 1. **Future grants will not be given without such report.**

**Application Materials and Grant Reports should be emailed to:**

**emailed to: nkchinn@gbrf.org**

**Telephone: 208-272-0007**

**Application Deadline is March 15,2020**