

### **GRANT APPLICATION AND GUIDELINES**

*“The Rotary Club of Fresno unites business professionals to take action and create lasting positive transformation in ourselves, our community and across the world.”*

The Rotary Club of Fresno is an organization that is open and inclusive, fair to all, builds goodwill and benefits our communities. We respect and value differing perspectives and ideas that will help Rotary take action to create lasting change at home and in communities around the world.

The Club and its Foundation annually award grants/ gifts to educational and non-profit charitable groups in the greater Fresno area for projects that build positive impact in the community.

The priority deadline for accepting applications is **May 31, 2022!**

Only new complete applications with all supporting documentation are accepted for consideration. Grant requests must be for a specific project that can be completed in a timely manner and provide proven sustainable benefits. Please note that approved awards are dispersed on or after August 1<sup>st</sup>.

The Rotary Club of Fresno requires appropriate recognition of grants to include the Fresno Rotary logo and the inclusion of recognition in all print and media materials.

#### **GRANTS ARE NOT AWARDED FOR:**

- Individuals or for Sabbatical leaves, scholarly research, travel, tours, conferences, etc.;
- Tax supported governmental agencies/ departments (but may accept special school projects);
- Organizations or projects outside the greater Fresno area;
- Administration, payroll and/or on-going operating expenses including: training, debt repayment, software, etc.;
- Religious or political organizations/ projects primarily related to religious or political causes; or
- Endowments, memorials, fundraising events, memberships, sponsorships, incentives, etc.
- Operational expenses however, some exceptions may be considered.

All requests must disclose any relationships that may be considered a **conflict of interest** with the requesting organization/ applicant, its board of directors, its management and Rotary. A copy of pages one, two and part VII (Compensation of Officers, etc.) of the most recent IRS Form 990 is required.

#### **GRANTS MUST meet at least 3 of the 5 criteria below:**

- Make a significant impact on youth, the disadvantaged or those elements of the Fresno community not adequately served by other avenues of support;
- Are for Emergency Recovery from a natural disaster, epidemic or unusual circumstance;
- Are for new tangible projects as opposed to ongoing maintenance or well established projects;
- Are for projects in the greater Fresno Area or that primarily benefit the residents of Fresno;
- Operate under the direction of a local organization or local established affiliate office; and/or

A “Grant Terms and Conditions” agreement and release form is required for all grants. Also, a completed “Grant Report” with supporting documentation (receipts, invoices, etc.) detailing Rotary’s recognition and the impact of the gift is required for all grants and before subsequent requests are considered.

Submit requests to - Rotary Club of Fresno PO Box 11904, Fresno, CA 93775

Email: [office@fresnorotary.org](mailto:office@fresnorotary.org) or Phone: 559.519-6260.

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THANK YOU!

**GRANT APPLICATION (Priority Deadline May 31)**

*“The Rotary Club of Fresno unites business professionals to take action and create lasting positive transformation in ourselves, our community and across the world.”*

Application and all questions must be completed in full with a copy of pages 1 and 2 and Part VII of the organizations most recent Federal Tax Form 990. Additional supporting attachments are advised.

**SECTION I:**

Organization Name: \_\_\_\_\_  
 Responsible Officer & Title: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_  
 Tax ID Number: \_\_\_\_\_ Date Approved by Secretary of State: \_\_\_\_\_  
 Organization Status/ Type:    501(c)3    Educational Services    Other (explain)  
 Organization’s Mission & Vision Statement and Current Board of Directors:

**SECTION II:**

Amount of Request \$ \_\_\_\_\_ Provide the reason for request with explanation of how requested funds will be spent including detailed listing/ budget of expenditure and conceptual drawing/illustration.

Have you previously received a Grant from the Club? If yes, Date: \_\_\_\_\_ Amount \$ \_\_\_\_\_  
 Timeline for Project: Start Date \_\_\_\_\_ Completion Date: \_\_\_\_\_  
 List source(s) & amount(s) pledged/received from other sources including matching funds and in-kind donations.

Describe community demographic (youth, disadvantaged, underserved) helped by this project and number of individuals impacted.

Explain how the project meets 3 of the 5 Grant Criteria outlined in Application Guidelines.

**SECTION III:**

If approved, explain how will the Rotary of Club of Fresno be recognized?

All relationships that might be considered **Conflict of Interest** with the requesting organization/ applicant, its board of directors, its management and Rotary must be disclosed.

The requesting organization acknowledges it has reviewed and meets the Grant Criteria and agrees to submit a Grant Report within 30 days of the project’s completion date. All grant recipients are required to sign a Grant Terms & Conditions form upon receipt of check. Please obtain two (2) signatures from the organization – one being a member of the Board of Directors.

Date                      Printed  
 Name/Title \_\_\_\_\_ Signature \_\_\_\_\_

Date                      Printed  
 Name/Title \_\_\_\_\_ Signature \_\_\_\_\_

Please attach a copy of pages 1 and 2 and Part VII of the organizations most recent Federal Tax Form 990. Submit requests to - Rotary Club of Fresno PO Box 11904, Fresno, CA 93775  
 Email: [office@fresnorotary.org](mailto:office@fresnorotary.org) or Phone: 559.519-6260.