



# Geneva Rotary Club

No. 4781

MEETS EVERY WEDNESDAY AT THE GENEVA COUNTRY CLUB AT 12:05 NOON

P.O. BOX 1144 • GENEVA, NEW YORK 14456

[www.GenevaRotaryClub.org](http://www.GenevaRotaryClub.org)

## GRANT APPLICATION PROCEDURE

Please note: Applications that **do not adhere** to these guidelines will not be considered.

- (1) Deadline for applications will be May 15, 2018. Late applications will not be considered. Decisions will be announced on or after June 15, 2018.
- (2) Grants may be awarded up to \$1,000 maximum.
- (3) Each application shall fit on **ONE SIDE** of an 8 ½ x 11 sheet of paper and either mailed to us or **preferably e-mailed to [Grants@GenevaRotaryClub.org](mailto:Grants@GenevaRotaryClub.org)**.
- (4) Grant applicants must be 501(c)(3) tax exempt entities.
- (5) Each application for funding shall include the following information:
  - Name and address of the organization
  - 501(c)(3) tax-exempt number of the organization
  - **Name, address, phone number, and e-mail address of the contact person**
  - Amount requested
  - A description of the purpose of the grant and expected accomplishments, including the number of people to be served

### Evaluation Criteria:

Grants shall be evaluated according to the following priorities:

- Priority #1 Rotary 4-way Test: How well the proposal meets the 4-way Test:
- Is it the TRUTH?
  - Is it FAIR to all concerned?
  - Will it build GOODWILL and BETTER FRIENDSHIPS?
  - Will it be BENEFICIAL to all concerned?
- Priority #2 Serving Geneva Youth: Proposals that serve Geneva youth will have the highest priority; proposals that serve more young people will take priority over proposals that serve fewer.
- Priority #3 Serving the general Geneva Community: Proposals that benefit the overall Geneva Community will have the next highest priority; proposals that benefit more people will take priority over proposals that benefit fewer.
- Priority #4 Serving the wider Community: Proposals that benefit the wider community will have the next highest priority; proposals that benefit more people will again take priority over proposals that benefit fewer.

SFW 03/12/2018

TARA RAGO  
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