

## GRANT APPLICATION PROCEDURE

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

- (1) The deadline for applications will be June 15, 2020. Late applications will not be considered. Decisions will be announced after July 13, 2020.
- (2) Grants may be awarded up to \$1,000 maximum. Due to the COVID-19 situation canceling our annual fund-raising dinner, the club has less funds to award this year and grant amounts may vary.
- (3) Each application shall fit on **ONE SIDE** of an 8 1/2 x 11 sheet of paper and be **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 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 #2 Serving the Overall 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 #3 Serving the Wider Regional Community

Proposals that benefit the wider regional community will have the next highest priority; proposals that benefit more people will again take priority over proposals that benefit fewer.