



## Mount Horeb Rotary Funding Request

**Funding  
Requests  
Are Due  
April 13**

# GUIDELINES

The Mount Horeb Rotary Club solicits funding requests from area organizations once each year. Community service is a cornerstone of Rotary Clubs worldwide and the Mount Horeb club has budgeted \$6500 for local giving for its 2010 – 2011 fiscal year. Although historically the club has preferred to spread its support among several organizations, the entire budgeted amount could be awarded to an appropriate cause. Annual funding requests are awarded by the Mt. Horeb Rotary Club to those groups organized for charitable, scientific, literary, and educational purposes. These groups may include, but are not restricted to, not-for-profit organizations exempted by Section 501(c)(3) of the Internal Revenue Code.

### Grant Policies:

**Eligibility** – Funding requests may be made by groups that reside in or serve the Village of Mt. Horeb when they require financial support for a project or service that advances and enriches the common welfare of the community or a specified group within it.

### The Granting Process:

**Preparing Applications** – New forms must be submitted each year. In no case does funding one year assure funding in the next. Incomplete or illegible requests will not be reviewed. Submit the request on form or facsimile. **Mail 4 copies of the completed application to the Mt. Horeb Rotary Club, P.O. Box 173, Mount Horeb, WI. 53572**

**Application Deadlines** – Funds are awarded annually.  
April 13, 2011: All requests for funding are due.

### Filling out the Form:

- ✓ If your request is to fund a specific project, please name the project on the Project Title line.
- ✓ If your request is for a general operating fund, indicate that on the Project Title line.
- ✓ Indicate the number of people who will benefit from Mount Horeb Rotary Funding
- ✓ If applicable, indicate location of specific events being funded. Write N/A if not applicable.
- ✓ In the Project Summary area, please indicate how the funds will be used. The more specific, the better. Feel free to continue the summary on another sheet and to add support materials.



# Mount Horeb Rotary Club Funding Request

Date: \_\_\_\_\_

**PROJECT TITLE:** \_\_\_\_\_

\_\_\_\_\_  
**ORGANIZATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (day) \_\_\_\_\_ (eve) \_\_\_\_\_ 501(c)3 Status: \_\_\_ Yes \_\_\_ No (# \_\_\_\_\_)

Contact Person:

Name \_\_\_\_\_

Address: \_\_\_\_\_

Phone (day) \_\_\_\_\_ (eve) \_\_\_\_\_ Email: \_\_\_\_\_

Check Payable to: \_\_\_\_\_

Specify Audience Targeted:

\_\_\_ children \_\_\_ seniors \_\_\_ families \_\_\_ other (specify) \_\_\_\_\_

No. of people \_\_\_\_\_

Event Location (if applicable): \_\_\_\_\_ Date(s) of Events \_\_\_\_\_

Is event part of larger project? \_\_\_ Yes \_\_\_ No

(If yes, provide brief explanation.)

\_\_\_\_\_  
**FUNDING REQUEST**

Amount of Request: \_\_\_\_\_

The event in need of funding is (please place a check mark by all that apply):

\_\_\_ Charitable \_\_\_ Scientific \_\_\_ Literary \_\_\_ Educational \_\_\_ Other

Specify Other: \_\_\_\_\_

**PROJECT SUMMARY**