

**Long Beach Rotary Charitable Foundation  
Community Grant Request Form 2018-19**

**OVERVIEW**

Community grants are designed to support programs that enrich and improve the quality of life for youth in Long Beach. Grants range from \$5,000 to \$10,000. Applications will be evaluated on creativity, uniqueness, capacity to complete and sustain the project and impact on Long Beach.

**Deadline:** Applications must be completed, emailed and received by **January 31, 2019**. Email to [madrid@rotarylongbeach.org](mailto:madrid@rotarylongbeach.org)

Organization legal name:							
Other or previous operating name (aka/dba):							
Year formed:		Fiscal year:		Org status e.g. 501(c)(__):		Org. Tax ID#	
Organization address:							
Contact name/title:							
Key Contact phone/ Office:			Cell:		Email:		
Organization website:					Organization phone:		
Name/Title highest ranking officer:							

**Proposal Summary**

How <u>specifically</u> will you use these requested funds? (two sentences)							
Total cost of project		\$		Grant request amount: (\$5,000 to \$10,000)		\$	
New Program:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	If existing program – How long in existence				
Period of this Program			How many youths served by this program				

**Proposal Narrative** (Please be brief with no more than a couple of paragraphs for each question—brevity is appreciated.)

- What is the project?** Please sum it up, then list key activities and the timetable. Explain both short-term and long-term results. How is it new and innovative?
- Who are you?** What makes your group the right one to do this work? Describe your background: history, mission, leadership, partners and projects.
- Why is this fit for the Long Beach Rotary Charitable Foundation’s Mission?** How does it benefit youth?
- How do you define success for this project/program?**
- How will you know you have succeeded?** Submit a project budget. Please explain how you will measure and communicate the results of your work. We will require a report detailing these results of the program within thirty (30) days of completion.
- Do you partner on this or other projects with other Long Beach not-for-profits?** Please explain.
- Explain how the balance of the project/program budget will be provided.** In addition to this grant, list all other sources of funding including the organization’s budget.
- What else do we need to know?** Is there an important question we have not asked?

- 9. What is the plan for continuing the program and how will it be funded?
- 10. If you are awarded a grant, how might Long Beach Rotary participate in a future event to present a check?
- 11. If you received a previous grant, please submit a preliminary budget of what has been spent so far.

Signature – CEO or Executive Director of 501(c)(    ) organization/President or Chancellor University

Date:		Signature:	
Printed Name:			Title:

**Attachments** – Please include the following required supporting documents. Your proposal will not be complete without them.

- √ List of the organization’s governing body and its officers.
- √ **Organization’s most recent audited financial statement (must not be over one year old) or IRS Form 990 if audits are not completed by the organization.**

As a potential grantee of Long Beach Rotary Charitable Foundation (LBRCF), please be aware of the following.

Submission of this proposal indicates your organization’s permission for LBRCF to ask people who are not members of LBRCF’s staff to review the proposal and to give advice and information to LBRCF about your organization, board, staff and others with whom you are affiliated. Materials submitted to LBRCF and The Rotary Club of Long Beach will be used in the proposal review process. They are not subject to any right of confidentiality unless specifically agreed to in writing by LBRCF.

LBRCF is under no obligation to fund the applicant. LBRCF reserves the right to make grant determinations in its sole and exclusive authority on an annual basis.

If it does choose to have a future relationship, LBRCF may suggest the type, including contracts, grants, loans, program-related investments or others.

**For office use only**

Received \_\_\_\_\_

Action \_\_\_\_\_

Follow-up Activity/date \_\_\_\_\_

Comments: \_\_\_\_\_

---



---



---