



# ROTARY COOS FOUNDATION, INC.

P.O. Box 1375  
Coos Bay, Oregon 97420

## Grant Application and Guidelines For Grants Larger than \$2,000

The Rotary Coos Foundation considers grants up to but not exceeding \$10,000 for purposes that promote civic, educational and charitable activities that assist, encourage and advance the well being and betterment of Coos County, Oregon. Grants may be made to individuals, 501c(3) non profit and other organizations and governmental entities. Activities considered for funding include special projects, capital acquisition and construction. Funds will not be granted to support general operating expenses, or religious, political or legislative initiatives or activities.

Applications for funding are considered monthly at meetings of the Rotary Coos Foundation Board of Directors. All prospective applicants must complete this application to be considered for funding. Upon completion of projects, a final written report is required of all grant recipients.

Name of Organization:

Mailing Address, City, State, Zip Code:

Telephone Number:

Email Address:

Contact Person at Organization:

Amount Requested:

Number of People Served:

Date funds are needed:

Please Answer the Following:

YES NO

The organization is a governmental entity or non-profit organization.

The organization is a tax-exempt

The organization is a United Way Agency

Coos Foundation funds, if approved, will benefit Coos County residents

This request is for recurring operating expenses

Please provide a brief abstract of the proposed project in the space below:

I certify that the information provided to Rotary Coos Foundation is true and accurate:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Please attach narrative responses to the following questions. Limit your narrative to not more than five pages; supplemental material may be attached as appendices.

1. Describe the problem or need that funding this proposal will help correct or help fulfill. Be specific. Quantify the problem if possible. Identify contributing factors if possible.
2. Describe the solution or approach proposed here. Are there other options? Why was this strategy chosen instead of alternatives?
3. List specific measurable objectives (process or outcome) associated with the proposed action. Include activities to achieve objectives, show timelines, list resources required and persons responsible for outcomes.
4. Identify project personnel and summarize the qualifications of all persons responsible for carrying out activities that will achieve objectives.
5. Describe the evaluation plan that will be used to measure the effectiveness of the proposed project or action. How will the organization know whether it has solved the identified problem or met the identified need?
6. What other funding sources have been identified? List those that have already committed to the project. Identify pending funding requests.
7. Present a budget for the project. Provide narrative descriptions to justify expenditures. Group expenses in the following categories: personnel, fringe benefits, materials and supplies, equipment, construction, travel, other.
8. Attach a copy of the organization's 501c(3) certification (if applicable), a list identifying current board members and officers (if applicable), a copy of the organization's most recent audit (if available) and the organization's most recent financial statement (if available).

**For Rotary Coos Foundation Use Only...**

Date request received: \_\_\_\_\_

Approved: \_\_\_\_\_

Declined: \_\_\_\_\_

Tabled: \_\_\_\_\_

Special provisions:

Check mailed: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_ To: \_\_\_\_\_

Comments:

