

**Windsor Rotary Community Foundation**

**Funding Request Application**

*The Windsor Rotary Community Foundation is seeking to support projects that enhance the quality of life for members of our community in Windsor, California. This form is a request for project funding.*

**SUBMIT APPLICATION BY EMAIL to service@windsorrotary.org**

**OR MAIL TO Windsor Rotary Community Foundation, PO Box 2295, Windsor CA 95492**

**Project Information**

|  |  |
| --- | --- |
| **Application Date** |  |
| **Project Name** |  |
| **Brief Project Description** |  |
| **Amount Requested** |  |
| **Date Funds Needed** |  |
| **Rotarian Member Lead (if applicable)** |  |

**Requester Information**

|  |  |
| --- | --- |
| **Organization** |  |
| **Contact Name(s)/Title(s)** |  |
| **Address** |  |
| **Email** |  |
| **Phone** |  |

**Project Narrative –**

1. Please briefly describe your project.
2. What are the objectives of your project?
3. What do you anticipate being accomplished? (Photographs or short videos can help to tell your story. Please submit any action photos you have to show potential beneficiary participation and Rotarian involvement in your project.)
4. When and where will your project take place? What is your timeline to achieve success?
5. Who are the primary beneficiaries of your project? Who might also be impacted?
6. What are the expected long-term community impacts of your project?
7. How can Rotarians physically support your project? (What could be the level of “hands-on”, non-financial involvement?)
8. What other sources of funding have you considered and what percentage of total funding would our contribution be?
9. Is there an opportunity for Rotary to be recognized / branded / marketed?
10. Do you have other information about your project you would like to provide? (You can attach other information, photos, etc.)

**Financial Needs** *(add rows as needed) –* ***Total Funding should equal Total Expenses.***

|  |  |
| --- | --- |
| **Funding Sources** | **Amount** |
|  |  |
|  |  |
| **Total Project Funding** |  |

**Expenses** (add rows as needed)

|  |  |  |
| --- | --- | --- |
| **Items** | **Name of supplier** | **Amount** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **Total Project Expenses** |  |  |

**Signatures:**

**Applicant Signature(s)**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Print Name: |  | Signature:  |  | Date: |  |
| Print Name: |  | Signature:  |  | Date: |  |
| Print Name: |  | Signature:  |  | Date: |  |

**Application received by**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Print Name: |  | Signature:  |  | Date: |  |

**Application approvals**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Print Name: |  | Signature:  |  | Date: |  |

**Applications may be submitted by mail or email. When we receive your application, we will send you an acknowledgement of receipt via email.**

Mail: Windsor Rotary Community Foundation Email: service@windsorrotary.org

 PO Box 2295

 Windsor, CA 95492