

## Grant Application Form

Please fill out the application in full, attaching appropriate documents as necessary. Applications not meeting funding guidelines or not filled out completely may be returned or rejected. (Note that this application is available in electronic format on our website.)

Organization	Phone	Ext
Contact Person	Title	Fax
Address	Email	
Total Amount Requested: \$		

1. Purpose: Briefly describe the reason for your request. Be as specific as possible. Attach a separate sheet if necessary.
  
2. Mission Statement: Provide your mission statement.
  
3. Expected Outcomes: What do you plan to accomplish with these funds? Please describe the measurable outcomes.

4. Benefit: Give a brief description of how these funds will benefit or improve the health, education, and general welfare of the residents of Vancouver and/or Clark County, Washington, and well being of our community. How many people and what segment of the community will be benefited?

Funding:

- A. Attach a budget for your project. Please provide a detailed breakdown, including a breakdown for equipment, supplies, salaries, etc. (Please note that we normally do not fund salaries.)
- B. Please provide details as to the basis for your price estimate (i.e., bids, price quote, estimate).
- C. Did you request a nonprofit/charity discount, and will one be given?  
Yes  No  What type of discount will be provided? \_\_\_\_\_
- D. Are there other funds currently available for this project? Yes  No   
If so, please indicate the source and explain.
- E. Have you considered a matching contribution? Yes  No   
If not, is that an option for funding this project? Yes  No
- F. Have you submitted requests to other organizations? Yes  No   
If yes, please list the top five and the status of those requests.
5. Prior Requests: Have you received funding from the Rotary Club of Three Creeks Foundation before? Yes  No  How Much? \_\_\_\_\_ When? \_\_\_\_\_
6. Project Plans: What is the timeline for your project, and who is responsible for its outcome?
7. Charitable Status. Is your organization a 501 (c) (3)? Yes  No

Attach a copy of your IRS 501(c)(3) determination letter. Note that the Foundation will consider grants only to nonprofit charities which are 501(c)(3) organizations and does not give funds to organizations that are classified as 509(a)(3) supporting organizations.

8. Financial Information. Please provide your organization's last three years Income statements and Balance sheets statements. If 3 years of financial records are not available, please explain why.  
Please also provide a copy of your latest IRS Form 990 tax return that was filed with the IRS.

If you receive the requested grant, do you have a recommendation on how to recognize The Rotary Club of Three Creeks for its contribution?

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name (Please print or type) \_\_\_\_\_

Title: \_\_\_\_\_

(The Rotary Club of Three Creeks Foundation reserves the rights to accept, reject, or limit grants in any way it deems necessary. You will be notified of the Foundation's decision on your grant application by letter.)

Please submit requests to:

Rotary Club of Three Creeks Foundation  
2114 Main St Suite 100  
Box 313  
Vancouver, WA 98660

or electronically to: [tmarkos@me.com](mailto:tmarkos@me.com)

Submission Deadlines:

Foundation Board will review grant requests once each year in September-November. Our fiscal year is July 1 to June 30, and completed grant requests, including all required attachments, must be submitted to the Foundation by July 1, to be considered during the September - November review. We will consider all community completed grant applications. Our intent is to announce grant winners during December of each year.