



The North Charleston Rotary Club Grant Fund Grant Application Form

APPLICANT INFORMATION:

Organization name							
Organization's mission statement (200 characters maximum)							
Year founded							
Mailing address							
City, State, Zip							
Telephone Number							
Fax Number							
Organization's general email address							
Executive director							
Executive Director's email address							
Application contact person and title (if different)							
Geographic areas served by your organization (Double-click to check all that apply)	North Charleston Charleston County Berkeley County						
Indicate the one program area that best describes your organization's focus (dbl-click box to check it):							
<table style="width: 100%; border: none;"> <tr> <td style="border: none; padding: 5px;">Hunger & Nutrition</td> <td style="border: none; padding: 5px;">Housing & Shelter</td> <td style="border: none; padding: 5px;">Literacy & Education</td> <td style="border: none; padding: 5px;">Children & Families</td> <td style="border: none; padding: 5px;">Health & Wellness</td> <td style="border: none; padding: 5px;">Building Better Communities</td> </tr> </table>		Hunger & Nutrition	Housing & Shelter	Literacy & Education	Children & Families	Health & Wellness	Building Better Communities
Hunger & Nutrition	Housing & Shelter	Literacy & Education	Children & Families	Health & Wellness	Building Better Communities		
Other (Please describe):							

INFORMATION RELATED TO THIS REQUEST:

Project/program name, or activity for which funding is being sought	
This request is for	Financial Support Volunteer Support
Dollar amount requested from NCRC	\$
Total budget for this proposed project	\$

Organization's annual budget for total operating expenses	\$	FY begins: / ends /
Duration of the program/activity for which funding is being sought	Start date:	

Please summarize the purpose of this grant request in the space below, and include who would benefit and how. Do not write, "See letter". (700 char. max):

Checklist for items needed for a complete application, in this order:

1.	Grant Application Form
2.	Narrative letter (two-page maximum), with the first page on the organization's letterhead. Please include (1) the mission of your organization; (2) an explanation of the need for the proposed program equipment/property to be funded; (3) a plan of action or proposed activities for your request, with timeline (by when will you do what, if fully funded?); (4) the intended results; (5) numbers to benefit or be served; and (6) how the results will be assessed ("Our plans will be considered successful if . . .").
3.	Budgets. All applicants must submit <ul style="list-style-type: none"> a. A general operating budget for the most recently completed fiscal year, showing actual income and actual expenses. b. A general operating budget for the current fiscal year showing projected income and expenses. c. A budget for the specific project, program or acquisition of property/equipment, showing income and expenses by line item.
4.	List of board members. List names of board members. Indicate which members are officers.
5.	IRS letter certifying 501(c)(3) status of applicant (unless you have sent it to the Community Foundation within the past 3 years). Governmental entities & recognized houses of worship can skip this step.