

# Rotary Grant Application Literacy Grant 2017-2018

Application Deadline: September 1, 2017

**PROJECT GUIDELINES:** Include information about the project and its need within the community. Provide details about the literacy project planned for your community. Relate how the project will reach out to the individuals being addressed. Explain collaboration or partnership with other organizations within your community.

1. Describe the need for financial assistance for the proposed project. Will the project still take place without full funding or funding assistance?
2. What is the target audience for the proposed project? (Mention age, gender, special populations, if significant).
3. Give a brief history of other literacy projects funded and complete by your Rotary Club.
4. Dictionary projects will not be accepted by the committee, but they are considered the least likely project to be funded and will be funded only if money is available after all other grants are rated.
5. The grant project should not include money for food or snacks.

\* \* \* \* \*

The Literacy Grant money is funded through “**Rotary Family Day at the Ballpark.**” Therefore, clubs selling baseball tickets will have a higher priority for funding. **ALL** clubs are eligible for funding. Applying for Literacy Grant money does not guarantee approval for funding.

\* \* \* \* \*

**HOW TO APPLY:** Complete and sign the application form with original signatures.

**Note:** Literacy Grant money will be distributed at the ***District Conference (September 8-9, in Springfield).***

A representative of your club needs to be in attendance.

**Return Literacy Grant application to: Larry Thompson  
3200 Ridgeway Avenue, Godfrey, IL 62035**

**\*\*Due date reminder: September 1, 2017\*\*  
Final report deadline is July 1, 2018**

## **Rotary Literacy Grant Information Page (Do not send)**

### **Evaluation criteria:**

1. The chair will make sure all applications are complete and will notify grant contact person if any information is missing
2. Upon receiving applications, committee members will review and rate each application
3. After rating, a composition number will be totaled
4. Clubs receiving highest totals will receive grants, based on money available
5. Each Rotary Club submitting grants will receive notification of the status of the grants.

### **Points to be considered when reviewing applications:**

1. The extent and quality of the literacy project as indicated in the grant description
2. Number of people directly affected by the project
3. Opportunities for literacy improvement through the grant proposal
4. Financial need for the project. Will the project take place without grant money?
5. Organizational collaboration (Partnership with another entity, such as a school, a business, or another professional granting agency)
6. Need in the community for the proposed literacy project
7. Is the literacy project unique or innovative?
8. Overall merit of the project

\* \* \* \* \*

Although Literacy Grant proposals will be accepted from all clubs throughout the District, the Literacy committee will rate all projects according to project quality. The committee will determine if the project can be completed. A rating chart summary will be available for all clubs, if interested. Dictionary projects will not be accepted by the committee, but they are considered the least likely project to be funded and will be funded only if money is available after all other grants are rated. As stated above, the committee will give merit to those clubs participating in sales of baseball tickets.

Thank you.

Sincerely,

*Larry Thompson*

Literacy Committee Chair  
Rotary Club of Alton Godfrey

Rod Buffington, Past Literacy Chair, Literacy Committee Advisor

Rotary Literacy Grant  
Application Due Date: September 1, 2017

NAME OF CLUB: \_\_\_\_\_  
NAME of CLUB PRESIDENT \_\_\_\_\_  
(Please print)

Project Title \_\_\_\_\_

Project Starting Date \_\_\_\_\_ Individuals benefiting (est.) \_\_\_\_\_

Project Manager \_\_\_\_\_

Contact person \_\_\_\_\_ Phones (h) \_\_\_\_\_ cell \_\_\_\_\_

Email address \_\_\_\_\_

Address \_\_\_\_\_  
street city zip

Requested amount from application: \$ \_\_\_\_\_ Matching money \$ \_\_\_\_\_  
(from club or outside source)  
(Not required for granting approval)

**Project Mission:** Write a concise statement of intent of no more than three sentences. This will be used for the media and other publications. Please limit this statement to no more than 50 words.

**Project Description:** Narrative for the grant proposal.

**Describe the need for Financial Assistance**

**Give a brief history of other Literacy projects funded and completed by your Rotary Club (if applicable)**

**Targeted Audience for the Literacy Project**

**\*\*Note: Submit five (5) copies of the Grant Application to the Chair of the Literacy Committee by September 1, 2017. All single copies (5) should be stapled and sent in the same envelope to: Larry Thompson, 3200 Ridgeway Avenue, Godfrey, IL 62035**

**Final Report Reminder: Due by July 1, 2018. All successful grants must be completed with a Final Report.**

**No e-mail applications accepted; written reports only.**

**Name of grant writer (please print)\_\_\_\_\_**

**Signature of grant writer \_\_\_\_\_ Date \_\_\_\_\_**

**Name of Rotary Club President (please print)\_\_\_\_\_**

**Signature of Rotary Club President \_\_\_\_\_ Date \_\_\_\_\_**

**Rotary Literacy Grant  
Final Report  
Due on or before July 1, 2018**

**NAME OF CLUB:** \_\_\_\_\_

**Describe the completed Literacy Project. Include the involvement of Rotary Club members. Indicate the number of recipients. Please attach a photo and a caption with the photo for possible publicity.**

**Completed budget:**

**\$ \_\_\_\_\_ Total cost of project**

**\$ \_\_\_\_\_ Grant amount given to the Club from "Rotary Family Day at Ballpark"**

**\$ \_\_\_\_\_ Matching money from Club to meet success of project**

**\$ \_\_\_\_\_ Matching money from other organizations in the community**

\* \* \* \* \*

**\_\_\_\_\_ Number of children receiving benefits from this project**

**\_\_\_\_\_ Number of individuals participating to secure success of project**

**\_\_\_\_\_ Number of tickets your Club sold for the 2015 games**

**Name of grant writer (please print) \_\_\_\_\_**

**Signature of grant writer \_\_\_\_\_ Date \_\_\_\_\_**

**Email address of grant writer \_\_\_\_\_**

**Name of Rotary Club President (please print) \_\_\_\_\_**

**Signature of Rotary Club President \_\_\_\_\_ Date \_\_\_\_\_**

**Note: Next year's money will not be available to your Club if this report is not received on or before July 1, 2017.**

**Mail report to: Larry Thompson, 3200 Ridgeway Avenue, Godfrey, IL 62035**