**Rotary Grant Application**

**Literacy Grant 2019-2020**

Application Deadline: September 30, 2019

The Literacy Grant money is funded through **“Rotary Family Day at the Ballpark.”**

Clubs that have sold or have made a contribution to the Literacy Fundraiser will be given preference when being considered for a Literacy Grant. Applying for Literacy Grant money does not guarantee approval for funding.

\* \* \* \* \*

**HOW TO APPLY**: Complete and sign the application form with original signatures. **NOTE:** This application is designed to be typed – please do so for ease of review.

**Note:** Literacy Grant money will be distributed at the ***District Conference***

A representative of your club needs to be in attendance.

**Return Literacy Grant application to: Suzanne Ellerbrock at**

[**sellerbrock@rotarydistrict6460.org**](mailto:sellerbrock@rotarydistrict6460.org)

**\*\*Due date reminder: September 30, 2019\*\***

**Final report deadline is July 1, 2020**

**Rotary Literacy Grant**

**Information Page (Do not send)**

Key components for grantees and grant reviewers:

1. Must submit a complete application on the correct form, including club name, appropriate signatures and all requested information provided.
2. Grants will be scored on several factors, including submitted by deadline, overall quality of application, clearly stated direct impact on literacy and overall merit of the application. Preference will be given for sales of baseball tickets and / or donations to the Literacy Program by the club. **Baseball Ticket sales/or funding of the Literacy Program is strongly preferred** to qualify for the Literacy Grant.
3. Other scoring criteria:
   1. Number of people who will directly benefit from the literacy project.
   2. How this project directly improves literacy.
   3. Basic project budget plan/financial need- **examples**,
      1. Grant funds will be used to purchase 50 age appropriate books, at a cost of $5 per book for a total book cost of $250.
      2. Grant funds will be used to purchase 20 books at a cost of $15 per book to be distributed to the 10 school district libraries for a total book cost of $300.
      3. Matching club funds of $50 will be used to purchase Rotary bookmarks.
      4. Matching club funds of $100 will be used to purchase snacks for this project.
   4. Partnership with Others- clearly explain how your local club with work with others to complete this project. **Examples:**
      1. Our club will work with the elementary school principal and teachers to choose the most appropriate books for the classrooms.
      2. Our club will work with our local Interact Club to include these students in implementing the reading program at our elementary school.
      3. Our club will work with the local Head Start Center to determine the most appropriate books for this age group. Head Start teachers will help distribute these books to each family in their program.
   5. Need in the community
   6. Special populations included, **examples:**
      1. This project will include all the special education students in the elementary school.
      2. This project will include 40 home schooled children
      3. This project will include all the children who qualify for free and reduced lunches.

**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.

\* \* \* \* \*

Although Literacy Grant proposals will be accepted from all clubs throughout the District that have sold tickets and/or contributed to the Literacy Fund, 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.

Thank you.

Sincerely,

***Suzanne Ellerbrock***

Literacy Committee Chair

Rotary Club of Quincy

Rotary Literacy Grant

Application Due Date: September 30, 2019

Name of Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Club President\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

(Please be realistic – ex: do not put the entire town census – we are looking for direct benefit)

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

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

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

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street City Zip

Requested amount from application: $ \_\_\_\_\_\_\_\_\_\_\_

Matching money $\_\_\_\_\_\_\_\_\_\_\_\_\_ (from club or outside source)

(recommended for grant 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. **(No more than 500 words)**

Describe the need for Financial Assistance. **(No more than 500 words)**

Targeted Audience for the Literacy Project **(No more than 250 words)**

Give a brief history of other Literacy projects funded and completed by your Rotary Club (if applicable) (**No more than 250 words)**

**ONLY E-MAIL APPLICATIONS WILL BE ACCEPTED**

**Please e-mail your signed application to** [**sellerbrock@rotarydistrict6460.org**](mailto:sellerbrock@rotarydistrict6460.org) **by September 30, 2019.**

**Final Report Reminder: Due by July 1, 2020. All successful grants must be completed with a Final Report.**

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

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

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

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