



2024 Grant Application

Service Above Self

St Joseph-Benton Harbor Rotary Club Foundation, Inc.

email this completed Grant Application to:

pawestmaas@gmail.com

MHuie@johnsonrauhoff.com



Questions? Contact the Foundation by Email at: pawestmaas@gmail.com Attn: Rotary Foundation Grants

Date of application: _____

Please check the primary issue your grant application addresses:

Improvement of health

Support of education

Economic and community development

Other: _____

Mail a single copy of the following to:

P.O. Box 143

St. Joseph, MI 49085-0143

- Cover letter signed by CEO
- Your 501(c)(3) IRS designation letter
- IRS form 990 for most recent fiscal year
- Your Michigan Charitable Solicitation License
- Current operating budget and sources of income
- List of current officers and governing board
- Audited financial statements for most recent fiscal year
- Annual report of most recent year

Legal name of organization applying: _____

Date your organization was established: _____

Corporation; Partnership; Other _____ EIN: _____

Contact Person: _____ Title: _____

Phone: (____) _____ Fax: (____) _____

Address: _____

City/State/Zip: _____

E-mail address: _____

Is this a NEW PROGRAM/PROJECT? Yes No If no, when was it established? _____

Current Agency Budget:\$_____ List any support received from Rotary in the last 5 years: _____

Program/Project Name: _____

Purpose of Grant (one sentence): _____

Amount Requested: \$_____
(Minimum eligible request is \$5,000)

Total Project Cost: \$_____

Timeline for Program/Project development and delivery: _____

1. Describe your organization's mission and key programs.

2. Describe the specific program/project to be supported by this grant. Capital improvement Operational expense

a. Who will the program/project serve?

b. How many people will be affected by the program/project?

c. Is the program/project a response to emerging needs or a new approach to meet current needs? Explain.

d. Will grant funds be expended within one year? Yes No If no Explain.

3. Describe measurable outcomes for the program/project.

a. Describe the program/project evaluation methods you will use.

4. Are there any local agencies that provide a similar or related service? Yes No

If yes, describe collaboration within the community and elimination of duplication of services planned for this program/project.

5. Provide a detailed, line-item budget for this specific program/project.

Item:	Amount:
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6. List other sources which are being approached to fund this program/project.

Source:	Amount Requested:	Current Status:
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7. If this is to be an ongoing activity, how will you support the program/project beyond this grant?

8. Please provide any additional information that you believe the St. Joseph-Benton Harbor Rotary Club Foundation should have about the program/project or your organization.

We certify that the information on this application is accurate and the organization staff and board will support the program/project as described. If awarded a grant, our organization will be required to execute a Grant Agreement and acknowledge support from the St. Joseph-Benton Harbor Rotary Club Foundation in any publicity of the program/project. Our organization will also be required to complete a Grant Evaluation.

(Two signatures are required below.)

Organization Contact Person's Signature _____ Date _____

Printed _____

Board President's Signature _____ Date _____

Printed _____

Deadline for Submitting Application

Grant Applications **must** be emailed to: pawestmaas@gmail.com and MHuie@johnsonrauhoff.com by September 20, 2024. Grant Supporting documents must be mailed with a USPS postmark on or before September 20, 2024 or hand delivered by 5:00 pm EDT on September 20, 2024 to: Berrien County Foundation
2900 South State Street Ste. 2E
St. Joseph, MI 49085

Late Applications will **NOT** be eligible for consideration.