

THE ROTARY CLUB OF COVINGTON

P.O. Box 8401, Covington, WA 98042

Letter of Invitation For Community Charitable Funding

Application Guidelines:

- ❖ All funding requests should directly benefit the local area or community of Covington. Requests must avoid political involvement or the teaching or advocacy of religious doctrine.
- ❖ Funding should be for an organization and not for a specific individual.
- ❖ Funding requests are limited to one year. An additional request may be filed the following year.
- ❖ A means should be provided for recognizing Rotary's involvement in funding the program.
- ❖ Funding requests will normally be reviewed by the Rotary Club of Covington within 60 days of submittal. Please advise if special time constraints exist.
- ❖ Applications can be submitted to the Rotary Club of Covington:
 - **To:** Angela Stave, Community Service Chair, at angstave@yahoo.com
Questions can be directed to email or via call to 206-715-9259.
 - **Or mailed to our P.O. address at:**
Rotary Club of Covington, P.O. Box 8401, Covington, WA 98042.

Please Note: Funding Requests will be reviewed by the Covington Rotary Club Board of Directors on a monthly basis. A response can be expected within 60 days. Special consideration may be available for "Urgent" funding requests.

Covington Rotary Grant Request Application:

Please provide as much detail and information you feel will be needed to evaluate your funding request.

Organization Name:

Address:

City/State/Zip Code:

Primary Contact:

Position with Organization:

Contact Phone #:

E-Mail:

Name of Program/Project:

Request:

Total Project Budget:

1. What is the primary goal of the program/project?
2. What will be the benefit to the community of Covington?
3. How will you measure the success of the program/project?
4. If the request is granted, what specifically will it be used for?
5. Are there other funding sources being considered? If so, please elaborate.
6. Will there be an ongoing expense? If so, how will it be covered?
7. If your request is granted, how will you acknowledge Rotary's support?

Please provide any literature or documents you feel will help us evaluate your request.