

## Community Service Project Matching Grants Application Policy

(Effective 8/25/2021b)

### Introduction

The Rotary District 7450 Gundaker Foundation's Board of Directors focuses their Community Service Project Matching Grants on seven "Areas of Focus" consistent with Rotary International's (RI) policy guidelines for service projects (excluding educational scholarships in these service areas).

The seven Areas include:

- |  |                                   |
|--|-----------------------------------|
| 1. Peacebuilding and Conflict Prevention | 5. Basic Education and Literacy   |
| 2. Disease Prevention and Treatment      | 6. Community Economic Development |
| 3. Water, Sanitation and Hygiene         | 7. Supporting the Environment     |
| 4. Maternal and Child Health             |                                   |

The RI guidelines for these Areas of Focus are included as a separate document ADDENDUM to this document. (Note: References to scholarships in these policies are not eligible for Gundaker Foundation Club Service Matching Grant Applications.)

### Club Service Matching Grant Application Process

1. Any Rotary Club within Rotary District 7450 may submit a "Community Service Project Matching Grant" Application.
2. **Grants are to be submitted to the Evaluation Committee Chair for "Club Service Matching Grants" Janice Biros, Phoenixville Rotary Club, email: [j.janice.biros@gmail.com](mailto:j.janice.biros@gmail.com), Cell: 215-783-1081. Please call the Chair by phone to confirm Gundaker's receipt of the grant application.**
3. Grant applications must pertain to and benefit a local community(ies), organization(s) or individual(s). Any grant applications for a project outside of the Rotary District 7450 geographical area, including outside of the United States, requires onsite participation by a member of the Club applying for the grant.
4. **Rotary Clubs of less than 60 members** are initially limited to \$1000.00 (US) in matching grants per Rotary program year on a \$1.00 Club contribution to \$1.00 Gundaker matching grant contribution basis (1:1).
5. **Rotary Clubs of 60 members or more** are initially limited to \$2000.00 (US) in matching grants per Rotary program year on a \$1.00 Club contribution to \$2.00 Gundaker matching grant contribution basis (2:1).
6. Additional matching grants opportunities may be provided during the program/fiscal year as funds are made available. Club size qualification is based upon membership records as of July 1 of each program year.
7. The Club must be in good standing and actively participate with the Gundaker Foundation.
8. The Rotary Club's Gundaker Foundation Director, as certified by the Club's President, is responsible for submitting all Applications to the "Community Service Project Matching Grant" Evaluation Committee Chairperson. This submission should be submitted and received no later than 2 weeks prior to the next regularly scheduled Gundaker Foundation Directors meeting.
9. Upon receipt of the Application, the Chairperson will forward the application to the Community Service Project Matching Grants Evaluation Committee.
10. The Evaluation Committee will review the Application and determine if it meets the Matching Grant Application Guidelines (see below).
11. If the Committee deems and approves that the Application meets the Guidelines, the Chairperson shall communicate via email to all Gundaker Directors the details of the Application within a minimum of 4 days before the next regularly scheduled Gundaker Directors meeting.
12. At the next regularly scheduled Gundaker Directors meeting, the Application will be presented by the Chairperson of the Evaluation Committee and a motion for approval will be requested. A majority vote of the Gundaker Directors present during the Directors meeting will represent approval of the Application and payment will then be made to the Grant Application applicant by the Gundaker Treasurer.
13. These are 1-to-1, dollar-for-dollar matching grants. Proof of payment by the sponsoring Club is required before payment by the Gundaker Foundation.



# Community Service Project Matching Grant Application

Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Area of Service: \_\_\_\_\_

Sponsoring Rotary Club: \_\_\_\_\_

Gundaker Director or Club Representative (name & contact info):

\_\_\_\_\_

Charitable Recipient Organization (include IRS EIN number – REQUIRED) for check payment::

\_\_\_\_\_

Charitable Recipient Contact Person (name, phone, email address)

\_\_\_\_\_

Charitable Recipient Address:

\_\_\_\_\_

Project Description: (attach any additional supporting info)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## FINANCIAL INFO

Total Project Cost: (\$) \_\_\_\_\_

Contribution by Sponsoring Rotary Club (\$): \_\_\_\_\_

Grant Amount Requested (\$) \_\_\_\_\_

## DATES

Date Grant Submitted to  
Project Evaluation Committee Chair: \_\_\_\_\_

Date Reviewed by Evaluation Committee: \_\_\_\_\_

Date Approved by Gundaker Foundation: \_\_\_\_\_

*Approval Signature & Date: Gundaker President* \_\_\_\_\_

Check Issued Date: *Treasurer* \_\_\_\_\_

Please read the Gundaker Foundation document “ Community Service Project Matching Grants Application Policy” prior to submission. Submit application to the Gundaker Standing Committee Chair for “Club Service Matching Grants”: Janice Biros, Phoenixville Rotary Club, janice.biros@gmail.com, Cell: (215) 783-1081