



# Rotary Club of Watsonville

www.watsonvillerotary.com

## 2018-19 Community Grant Application

### Grant Proposal Instructions

1. Please read the Grant Guidelines **BEFORE** completing this Grant Application Form.
2. When you've completed the **Grant Application Form**, save your work to your computer.
3. Complete the **Program Evaluation Worksheet** and the **Program Budget Worksheet** (*download buttons located at the end of the Grant Guidelines*) and save to your computer.
4. Submit all three completed proposal documents via email to [kkingponzio@gmail.com](mailto:kkingponzio@gmail.com).
5. Deadline for submission is **4:00 p.m. on Friday, January 31, 2019**.
6. Questions? Contact Kathleen King: [kkingponzio@gmail.com](mailto:kkingponzio@gmail.com) or (831) 234-0062.

### I. Applicant

Legal Organization Name: \_\_\_\_\_

Program Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Website: \_\_\_\_\_ Year Founded: \_\_\_\_\_

Executive Director: \_\_\_\_\_ E-mail: \_\_\_\_\_

Tax Status:  501(c) (3)  Public Agency  Other/Describe:

### II. Application Contact Person (If different from Executive Director)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ E-mail: \_\_\_\_\_

### III. Fiscal Sponsor (Leave blank if not applicable)

Sponsor Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Fax: ( \_\_\_\_\_ ) \_\_\_\_\_

Website: \_\_\_\_\_ Tax ID #: \_\_\_\_\_

Contact: \_\_\_\_\_ E-mail: \_\_\_\_\_

## IV. Purpose of Request

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

Project Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ E-mail: \_\_\_\_\_

Total Project Budget: \$ \_\_\_\_\_ Amount Requested: \$ \_\_\_\_\_

Grant Term (7/1/19-6/30/20) Proposed Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

**Responses to the following questions are limited to the space provided. Please be clear and concise.**

Please indicate whether the proposed project/program is currently in operation or is a new project/program.

Existing project/program  New project/program

2. Provide a statement of the need or problem to be addressed.

3. Provide a brief description of the proposed project.

4. Please check which of Watsonville Rotary's Areas of Interest your program or project addresses and specifically what goal(s) you are seeking to address.

Youth Violence     Education Outreach Support

5. Describe how your project will address one of Watsonville Rotary's Areas of Interest. (Specific goals are outlined in the grant guidelines.)

6. Describe how your project will specifically serve individuals in the Pajaro Valley, and approximately how many individuals will be served within the parameters of this project.

## V. Evaluation

Use the downloadable "Program Evaluation Worksheet" (button is located at the bottom of the Guidelines Page) to describe how you will measure and report the success of your program. Include your Expected Activities; Time Frames, Expected Outcomes; and Data Collection for Key Indicators.

## VI. Budget

Use the downloadable "Budget Worksheet" (button is at the bottom of the Guidelines page) to describe the known and anticipated revenues and expenses of your project, including the amount you are requesting from Watsonville Rotary.

Email all completed forms to [kkingponzio@gmail.com](mailto:kkingponzio@gmail.com). You will receive an email confirming receipt of all proposal documents within 5 days of sending them. If you do not receive a confirmation email within 5 days, please contact Kathleen King, GRC Chair, immediately at the email address above or at (831) 234-0062.