

Rotary Club of Grand Rapids Charities Foundation

Charitable Contribution Policy

This corporation is organized and shall be operated exclusively for charitable, scientific, literary and educational purposes. It will make gifts, grants, scholarships and distributions to corporations, organizations, trusts, funds or foundations organized and operated exclusively for charitable, scientific, literary or educational purposes. A special focus will be on youth activities, improvement to the environment and such other charitable endeavors promoted by the Rotary Club of Grand Rapids. Ordinarily charitable requests will be entertained only if the cause is consistent with a current project of Rotary, enjoys the involvement of significant Rotarians or can be made a part of a project sponsored by the Grand Rapids Rotary Club.

- I. Primary objects of Rotary Club of Grand Rapids Charities Foundation philanthropy are Indian Trails Camp and the Strive Program. The Foundation will periodically require appropriate (written) reporting from these organizations to assure continued compliance with Foundation Goals and guidelines.
- II. Any charitable request must meet the following written requirements:
 1. Minimal lead time of at least sixty (60) days to allow for Board consideration.
 2. Written application must be submitted including the specific project for which the request would be used.
 3. A copy of group's financial statement from past year.
 4. Other budget information possibly not contained in past year's financial statement.
 5. Must indicate what other funding sources are available, including whether the group is a 501(c) (3) organization.
 6. If request is of an emergency nature, please so indicate and explain. In true emergencies the 60 day period may be waived.
 7. Number and identity the Grand Rapids Rotarians involved.
- III. Student or athletic group requests
 - A. All the items set forth in Section II apply.
 - B. Groups are requested to volunteer to help on some club fund raising or community service projects.

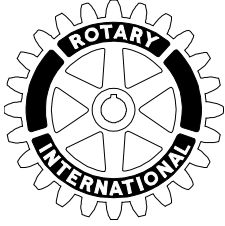
C. The Foundation may propose a matching funding concept to encourage the applicants to raise a portion of the money themselves.

IV. Emergency requests

A. These may be from a group or an individual.

B. These would be expected to be a one time only situation.

C. Must be in writing and explain the circumstances surrounding the request.



ROTARY CLUB OF GRAND RAPIDS CHARITIES FOUNDATION

FUNDING REQUEST APPLICATION

Please review the Charitable Contribution Policy to assure your request meets the intent of the policy.

Name of organization: _____

Address: _____

Tax status: _____

Contact person: _____

Phone _____

Email Address: _____

Signature/Title/Date: _____

Describe the project for which funding is being requested:

Indicate how the project meets the objectives of the Foundation's stated policy:

List the name of the Grand Rapids Rotary members involved with this project or organization:

Specific dollars requested for this project from the ROTARY CLUB OF GRAND RAPIDS CHARITIES FOUNDATION: _____

When are funds needed? _____

What percent of your organizations annual budget is allocated for fund raising?

Please attach the project budget

If your organization is a 501 (c) (3) please attach IRS letter.

Please attach the organization's last completed fiscal year's:

1. Income and expense statement
2. Balance sheet

Please indicate other budget information pertinent to this project that is not contained in the above:

How will you measure the success or results of this project?

Reporting: If this project receives funding from ROTARY CLUB OF GRAND RAPIDS CHARITIES FOUNDATION, you will be asked to submit a brief narrative report summarizing the project activities and outcomes after the project's conclusion or no later than six months from the allocation of the funds.

ROTARY CLUB OF GRAND RAPIDS CHARITIES FOUNDATION Board will review requests in May and November of that calendar year. Only those requests that have all requested information and attachments will be considered.