

FROM THE CULTURAL ARTS ROTARY CLUB FOUNDATION Bylaws:

**Article 3. PURPOSE:** Section 1. The purpose of this corporation shall be to support programs that directly serve the general good of the public, with an emphasis on the arts and youth.

**REVIEW of applications BEGINS OCTOBER 1, 2017**

**DEADLINE: OCTOBER 31, 2017**

## GRANT APPLICATION, 2017-2018

**Cultural Arts Rotary Foundation**

Fresno, California

APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

Are you a 501(c)3, tax-exempt organization?  Yes  No Federal Tax ID # \_\_\_\_\_

Has the Cultural Arts Rotary Club of Fresno worked with you before?  Yes  No

Please explain: \_\_\_\_\_

SUPPORT YOU ARE REQUESTING: \$ \_\_\_\_\_

TOTAL AGENCY BUDGET THIS YEAR: \$ \_\_\_\_\_ LAST YEAR: \$ \_\_\_\_\_

REQUEST is for:  New Programs/services  Maintaining Ongoing Pgms/services  Expanding Existing Pgms/Services

AWARDS CATEGORIES THAT BEST FIT YOUR PROJECT (max, 2) [See Guidelines]:  A. Schools & Education

B. Social Service  C. International Social Service  D. Community Enrichment  E. Other Endeavors

1) BRIEFLY DESCRIBE THE PROPOSED PROJECT OR SERVICE, IDENTIFYING RESULTS TO BE ACHIEVED.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) HOW DOES YOUR PROJECT ALIGN WITH CARC FOUNDATION GOALS? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

3) HOW WILL THE REQUESTED FUNDS WILL BE UTILIZED? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attach additional pages as necessary, limiting items 1, 2, & 3 (above) each to 250 words or less.**

Include such information about your organization as you deem necessary.

Signature \_\_\_\_\_ Date \_\_\_\_\_

E-MAIL TO: [culturalartsrotary@comcast.net](mailto:culturalartsrotary@comcast.net) or Mail to: CARC Foundation, 6300 N. Palm Avenue, #112, Fresno, CA 93704 Phone: 559-435-3271.

Date Received: \_\_\_\_\_ Proposal # \_\_\_\_\_

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Dear Applicant:

On behalf of the Cultural Arts Rotary Club Foundation, we thank you for the important work you are doing within the community. We wish you success on your continued efforts to help those in need.

Sincerely,

Laurel Ashlock, Foundation President

## **Guidelines and Funding Criteria - 2017/2018**

The Cultural Arts Rotary Club Foundation grants to organizational projects and/or service activities that impact the community. We support programs that directly serve the general good of the public, with an emphasis on the arts and youth.

### **PHILOSOPHICAL STATEMENT**

The Foundation supports the concept and vision of serving humanity through support of efforts focused on youth and the arts. We desire to fund a wide variety of programs and services that:

- Engage youth in the arts.
- Demonstrate ability to meet community needs in a manner that yields measurable results
- Collaborate with others to meet desired goals
- Promote change to benefit underserved populations
- Support and transform cultural aspects of communities
- Typically operate or are managed from within Fresno County

### **AREAS OF INTEREST**

The Cultural Arts Rotary Club Foundation portions out funds to projects within the following areas:

- Schools and Education
- Social Services
- International Social Services
- Community Enrichment
- Endeavors that support essential cultural elements of our communities

### **ELIGIBILITY CRITERIA**

Applicant organizations must function in a not-for-profit manner and possess the following characteristics and operational qualities:

- Demonstrated operational and managerial effectiveness, financial viability, and responsible stewardship of resources;
- Demonstrated collaboration and respect for diversity;
- Operate under a governing body that provides oversight of the proposed project/service

### **APPLICATION AND SUPPORT DOCUMENTS**

Your APPLICATION should address in some fashion each of the 10 points listed in the guidelines below. Format should be 12-point typewritten pages with 1.0 inch left and right margins.

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## REVIEW OF APPLICATIONS

Begins October 1, 2017. The awarding process will begin shortly thereafter. ABSOLUTE DEADLINE for applications is 5:00 p.m. on 31<sup>st</sup> of October, 2017. No extensions will be granted.

Applicants will be notified of the status of their proposal by the 30th of November, 2017. The annual grants will be funded by the 15<sup>th</sup> of December, 2017.

Your Application must be submitted with a cover letter on letterhead signed by the applicant's authorized representative. For mailed applications: Do not attach materials other than what is required. Do not staple. Do not include binders or covers. Individually clip copies only.

## GUIDELINES

In responding to the prompts on the APPLICATION FORM please be sure the following information has been included.

### ORGANIZATIONAL INFORMATION

1. Brief Overview of organizational history and mission. Include composition of governing body.

### DESCRIPTION OF SERVICE/ PROJECT

2. Description of program/service (include alignment with CARC priorities as listed under Areas of Interest, above).
3. Project/service goals and objectives
4. Service delivery plan (include how, when, where)
5. Specific timeline for implementation
6. Target population to be served
7. Community need and impact
8. Collaboration (include internal and external stakeholders)
9. Budget for how proposed grant funds will be utilized
10. Desired outcome of program/service

### EVALUATION

1. Description of how proposed project/service results will be measured.

### REQUIRED ATTACHMENTS

- Copy of IRS 501 (c) 3 verification or tax exempt certificate.
- Current annual budget (revenues and expenditures)

### Each application is considered complete with the following:

- a. Cover letter on letterhead signed by authorized person
- b. CARC Application Form as cover sheet
- c. Three (3) pages max. addressing the points in the CARF Guidelines & Application Form
- d. Copy of 501(c)3 designation or public body designation [schools are not 501(c)3]
- e. Most current annual budget

E-mail APPLICATION with attachments to: [culturalartsrotary@comcast.net](mailto:culturalartsrotary@comcast.net)

OR Mail to: CARC Foundation, 6300 N. Palm Avenue, #112, Fresno, CA 93704

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