

**LAS VEGAS NORTHWEST ROTARY FOUNDATION
INTERNATIONAL SERVICE PROJECT FUNDING APPLICATION**

Please complete in its entirety, including signatures and attach any pertinent information that would assist in determining need. Upon completion, print and mail application to Las Vegas Northwest Rotary Foundation, 2251 N. Rampart Blvd., #192, Las Vegas, NV, 89128-7640.

Please submit requests along with any collateral material to the clubs Project Chair by the first Tuesday of the month in order to be reviewed at the monthly Board of Directors meeting.

ATTACHMENTS:

- Need/Problem statement (up to 1 page)
- Complete project description (up to 2 pages)
- Detailed budget, including proforma invoices, price quotes from manufacturers or service providers
- Background information on trusted partner(s) involved in project
- Other useful information on the proposed project

PROPOSAL EVALUATION CRITERIA:

- 1 Trusted business partner, international partner Rotary Club and/or NGO with a reliable history**
- 2 Leverage club funds whenever possible**
- 3 Projects should remain within the Clubs goals of providing for women and children in need**
- 4 If Matching Grant funds from Rotary are sought, please confirm that: (1) the international partner Rotary club's dues are current; (2) the international partner Rotary club has less than five matching grants currently outstanding; (3) the international partner Rotary club's reporting on all outstanding matching grant projects is current**
- 5 Projects that fall within Rotary District 5300 and Rotary International's priority areas will be given special consideration.**

OTHER IMPORTANT CONSIDERATIONS:

- 1 Reporting Requirements – follow up by the sponsoring club member (s) is required after the project is funded. This includes a report six months after distribution of funds and a final report upon completion of the project. The reports should document the progress made toward achievement of the project goals as per the project application. The final report must include an accounting of grant funds spent on the project. Submission of photos documenting the project goal achievement is strongly encouraged. Project sponsors may be asked to present on the outcomes of their project to the entire club.**
 - 2 Club members' current project (s) must meet reporting requirements before new project applications by the club member are considered**
 - 3 Grant award will only be made upon approval by (1) the clubs International Committee Chair and the Project Chairperson (2) the Rotary Club of Las Vegas Northwest Board of Directors (3) the Las Vegas Northwest Rotary Foundation Board of Directors**
 - 4 No grant funds are to be spent or committed before full project approval by ALL three above named groups**
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Project Name & Country: _____
Partner Organization Name: _____
Address: _____
Partner Organizations Contact: _____
Phone: _____ **E-mail:** _____
Is this project to receive matching funds; Yes _____ **No** _____

Need\Problem: What need or problem will be addressed through this project? Who are the primary beneficiaries of this project? (provide a brief description here and attach up to 1 page if necessary)

Short Description Of Project: What is the purpose of this project? (provide a brief description and attach complete project description, including anticipated project outcomes and specific strategies, up to 2 pages)

Timing: What is the anticipated start and end dates for this project?
Start Date: _____ **End Date:** _____

TOTAL PROJECT COST REQUEST:	\$ _____
AMOUNT REQUESTED FROM FOUNDATION	\$ _____
AMOUNT OF MATCHING GRANT OR OTHER FUNDS	\$ _____

(Please attach detailed itemized budget if needed)

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Continuation: Is this project a continuation of a prior project? If so, please describe.

Sustainability: How will you ensure the ongoing sustainability\support for the project once completed at the international site?

Specify if and how other Rotary Clubs or other organizations will be involved. Will they provide funding? If so, include amounts. Please provide name of other Rotary Club or organization.

Identify your International Partners and describe your experience working with them and their qualifications for carrying out this project (attach background information).

Leveraging Club Monies: Will District funds be requested? If so, what amount?
 Yes \$__ No

Will Matching Grant funds from Rotary International be sought? If so, what amount?
 Yes \$__ No

Community Services Chair Date

Grants Committee Chair Date

Projects Chair Date

LVNWRP President Date

Rotary Club of LVNW President Date

LVNWRP Treasurer Date

Further Information for Need\Problem:

Further Information for Description of Project: