

INFORMATION FOR APPLICANTS FOR THE 2023-2024 COMMUNITY IMPACT GRANT

The Rotary Club of Seattle, a member of the Seattle community since 1909, and its foundation, the Seattle Rotary Service Foundation (SRSF), are pleased to announce a \$100,000 Community Impact Grant to be awarded in 2024 in one of the following three areas: **The Vitality of Downtown Seattle, Education & Literacy, or Food Insecurity**. The grant may be used to expand an existing project, as seed money for a larger project, or for a new undertaking within the organization. The application and related documents may be found on the Club's website, <https://seattlerotary.org/page/community-impact-grant>. Here are a few things you need to know:

Application Requirements: Every grant proposal must have a member of Seattle Rotary as its primary advocate. The advocate cannot be a staff member of the organization seeking funding. The applicant must be a nonprofit organization under Section 501(c)(3) of the Internal Revenue Code.

Application Deadline: All Community Grant Proposals must be submitted January 18, 2024, to SRSF at foundation@seattlerotary.org and should be no longer than four pages plus supporting documents.

Evaluation & Decision Timeline: Community Grant Proposals will be evaluated by the SRSF Board of Trustees, or a subcommittee thereof, and approved by the SRSF Board for funding. Organizations submitting proposals will be notified of the outcome of their grant request in early March 2024. Evaluation criteria and weight include the following:

1. Project sustainability and impact (wt. 2.0)
2. Project cost effectiveness (wt. 2.0)
3. Degree to which the project will benefit the surrounding community (businesses, residents, visitors) (wt. 1.0)
4. Project value to individual beneficiaries (e.g., saving lives v. taking kids on a field trip) (wt. 3.0)
5. Degree to which Rotary's investment will be leveraged through the involvement of other partners (wt. 1.0)
6. The importance of Rotary funds in a catalytic and recognized role (wt. 1.0)
7. Opportunities for Seattle Rotary to be recognized & involved in project implementation (wt. 1.0)

Finalists & Presentation to the Club: The SRSF board will select three finalists, who will be asked to make a presentation to the Club during the second week of February 2024, and members of the Club will be asked to select their top choice.

Funding Availability: Funding for this grant will be available as soon as possible after the project has been approved. Request for the release of funds must be made by the project advocate along with the necessary disbursement information (payee, memo line info, amount, address). The Rotary project advocate must fill out and submit the **Payment Request Form** & send it to foundation@seattlerotary.org.

Required Project Reporting: The grant recipient will be required to submit a final report to the SRSF Board as soon as the project is complete. This includes a 100-word summary of the project results as well as the budget expenditures and a project photo. The final report and photo should be sent to foundation@seattlerotary.org. The report will be included in the SRSF Annual Report sent to all club members. The grant recipient also will be invited to make a short presentation to the club at a luncheon meeting.

Additional Information: For additional information, please email foundation@seattlerotary.org or call Sarah Weaver at 206-850-7063.