

**ROCHESTER ROTARY CHARITIES**  
**ROCHESTER, NH**  
**Grant Guidelines**  
**2021-2022**

**INTRODUCTION**

The Rochester Rotary Charities is pleased to announce that interested non-profit organizations are invited to apply for funding that benefits the Greater Rochester Community. Funding is derived from various ongoing fundraising efforts. Funding requests must align with one or more of Rotary's six Areas of Focus or other area of focus identified by Rochester Rotary.

**Rotary's six Areas of Focus:**

1. Peace and conflict prevention/resolution
2. Disease prevention and treatment
3. Water and sanitation
4. Maternal and child health
5. Basic education and literacy
6. Economic and community development

**ELIGIBILITY for FUNDING**

Proposals for funding should target a grant of \$500 to \$5,000 for a program, organizational infrastructure or capital project. Each organization may submit one proposal per fiscal year.

**SUBMISSION of PROPOSALS**

Proposals may be submitted throughout our fiscal year (July 2021-June 2022), with priority to those submitted prior to September 30, 2021, and will be reviewed by a committee. Award recipients will be notified within 60 days of submission, pending committee and Board approval. Proposals must be submitted as a "PDF" file sent via e-mail to: [RochesterNHRotary@gmail.com](mailto:RochesterNHRotary@gmail.com)

**PROPOSAL STRUCTURE**

The Rochester Rotary Charities reserves the right to reject any proposal that does not follow the structure as outlined below.

Do not send any additional supplemental materials or documents other than those specified. Please submit the following:

1. Cover letter (limited to 2 pages) on your organization's letterhead and signed by the Executive Director/Chief Executive Officer that describes:
  - a. The organizations: Mission, Vision, History and role in the community.
  - b. Organizational structure and major achievements.
  - c. How your organization's mission and programs/services align with the mission and core programs and services of Rotary.
  - d. How your project will benefit the residents of Rochester and/or Somersworth, NH
2. Copy of your current fiscal year's operating budget and current P&L statement.
3. Current Board of Directors Roster with related employment affiliations (1 page)
4. Proposal Narrative to include (limited to 3 pages):
  - i. Purpose and need that will be addressed including those served

- ii. Describe alignment with Rotary's six Areas of Focus
- iii. Desired outcome and benchmarks
- iv. Measurable benefits
- v. Total project budget, and amount you are requesting from Rotary
- vi. Timelines
- vii. Intended collaborative efforts with organizations including Rotary
- viii. Publicizing the program and receipt of the grant

5. Copy of your 501(c)(3) determination letter

*NOTE: If your application is selected as beneficiary of Rotary you will be expected to attend a future club meeting to provide a brief report on the outcomes and impact of the funding received by our club.*