



# RENTON ROTARY

*we're changing lives*

P.O. Box 509

Renton, WA 98057

## COMMUNITY SERVICE COMMITTEE

June 5, 2008

Dear Community Service Organization,

Annually, the Renton Rotary Club distributes funds to various organizations as a part of our service to the community. We accept Community Service Mini-grant applications during a specific timeframe each year. We have found this to be a much more workable process than having requests trickle in all year long. This allows us to consider all requests at the same time and make decisions on how best to allocate our limited resources.

Qualifications: The Rotary Club of Renton works very hard to raise the funds that we make available through our Community Service Mini-grants. Organizations which serve the Greater Renton Community are eligible. Our grants are intended for Community Service Organizations. Our emphasis is on life improvement issues such as; health and medical, housing, employment and training, general quality of life and basic human needs. We do not grant funds to individuals, (or for individual educational purposes), travel, scholarships, sporting activities, or to international organizations. We give preference to funding requests for capital needs and start up costs, over on-going operating expenses. All applicants must be non-profit organizations with 501(c) (3) status.

Application Process: Our fiscal year starts on July 1<sup>st</sup>. If your organization wants to be considered for a Mini-grant in the following twelve months, a request needs to be submitted, and received, between June 1<sup>st</sup> and August 28<sup>th</sup>. Requests received after August 28<sup>th</sup> will only be considered if funds are available. Requests MUST be submitted via the US Mail, and not hand delivered. Our application form is available on our website, [www.rentonrotary.org](http://www.rentonrotary.org). Please download the form and submit it with a copy of your organization's IRS 501(c) (3) status approval letter.

We are not interested in increasing your paper work or ours, but we want to improve the way we operate. We look forward to receiving your request.

Sincerely,

*W. Brent Beden*

W. Brent Beden,  
Co-Chair (Out-going)

*Eugene R. Heuschel II*

Eugene R. Heuschel II  
Co-Chair

*Alice Seymour*

Alice Seymour  
Co-Chair (In-coming)

Community Service Committee  
Rotary Club of Renton



**ROTARY CLUB OF RENTON**  
**2008 – 2009 COMMUNITY SERVICE MINI-GRANT APPLICATION**

Name of Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Website (if available): \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Cell Phone (or other phone number) \_\_\_\_\_ E-mail: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Phone \_\_\_\_\_

Cell Phone (or other phone number) \_\_\_\_\_ E-mail: \_\_\_\_\_

Funds Requested: \$ \_\_\_\_\_ Date Submitted: \_\_\_\_\_

***Please limit your applications to no more than two pages.***

1. Describe the program and/or project and the needs which funding will address.
  - a) What will be done?
  - b) How will it be done?
  - c) Who will benefit?
  - d) How will we/you measure success at the completion of your request?
  
2. What is the total cost for the program or project? \$ \_\_\_\_\_
  
3. Describe the potential involvement of Rotary members, (e.g., direct involvement, observation and/or orientation).
  
4. Identify any other source of funding that has already been secured.
  
5. What opportunities do you have and/or would you suggest in promoting the joint partnership of Rotary and your organization?

**Please attach a copy of your Organization's Internal Revenue Service 501 (c) (3) approval letter.**

**This application & supporting documents must be submitted, and received, via US Mail prior to August 28, 2008.  
Please mail to: Rotary Club of Renton, P.O. Box 509, Renton, WA 98057, Attn: Community Service Committee**

05/31/08