

Please complete one application for each project for which you are requesting funding. Any additional supporting documentation or information may be included as attachments.

Official Name of Organization (or full name if an individual) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ (Optional tel.): \_\_\_\_\_ E-mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_

Briefly outline your organization, noting some of its history, members involved, and other projects previously completed or currently underway:

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Number of staff: \_\_\_\_\_ Paid: \_\_\_\_\_ Full-time: \_\_\_\_\_ Part-time: \_\_\_\_\_ Volunteer: \_\_\_\_\_

Describe the project, its location and its objectives:

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Briefly describe the short and long-term objectives of the project:

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Clearly list the items requested, or the items funding is requested for and their value:

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Describe how the project will benefit the community and/or improve the lives of the intended recipients:

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List other sources of revenue, including amounts that have been applied for or obtained:

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Does your organization have Canada Revenue Agency "Charitable Organization" Status? \_\_\_\_\_

Do you or your organization receive funds from the BC Gaming? \_\_\_\_\_ Amount: \_\_\_\_\_

Do you charge for any of the services you provide? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If yes, how much is charged and how is the amount determined?

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Please provide the most recent financial statements. Copy attached for the year of: \_\_\_\_\_

Please provide a budget for the current year. Copy attached for the year of: \_\_\_\_\_

**How will the general public know this is a Rotary-sponsored project?** Provide details of planned publicity and display of Rotary emblem if appropriate. Donor recognition is appreciated but not essential to a grant being made.

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The Rotary Club of Nanaimo will be taking no further action on your request, until we have received the information requested in this letter. Therefore, an early reply will facilitate an early decision. It may take 1-3 months from the time an application is received before a final decision is made.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_

Position: \_\_\_\_\_ Date: \_\_\_\_\_