



Rotary Club of Santa Monica  
Community & Youth Grants Committee

2009-10 Grant Application Process and Guidelines

Through its Community and Youth Grants Committee, the Rotary Club of Santa Monica makes grants in the \$500 - \$2,500 range to non-profit organizations that serve the Santa Monica community and address the needs of those less fortunate. Grants may be for:

- New construction or renovation
- Equipment and furnishings
- Programs: new or enhanced
- We DO NOT fund operating expenses, annual giving campaigns, fund-raising dinners, endowment campaigns, sectarian religious projects, political activities or private/public foundations that fund other non-profits.

Applicants cannot submit simultaneous proposals to both the Santa Monica Rotary Club Foundation and the Community and Youth Grants Committee. Funding will be approved by only one source annually. Organizations may apply annually for awards from the Community and Youth Grant Committee. However after three years of successive awards, priority will be given to organizations not receiving three successive awards in an effort to support as many worthy organizations as possible.

A separate application process is required for organizations applying to the Santa Monica Rotary Club Foundation. Applications can be obtained through the Rotary office at 310-917-3313.

Grantees are expected to provide the Committee with a report on the use of their grants within one year of receiving the grant. Failure to provide an acceptable report may disqualify an organization from future eligibility.

Any funds that cannot be spent for the intended purpose must be returned to the Rotary Club of Santa Monica.

Application Instructions:

1. Complete the application and submit in advance of one of the following application deadlines:

- November 10, 2009
- February 12, 2010
- May 12, 2010

## 2. Required Attachments

Cover letter (one page maximum)

- Application Form
- Project Budget (list major assumptions) or equipment quote
- Proof of 501(c)(3) status

## 3. Submission: Mail Proposal and Required Attachments to:

Rotary Club of Santa Monica  
P.O. Box 586  
Santa Monica, CA 90406-0586

For questions, visit our website: [www.rotaryclubofsantamonica.org](http://www.rotaryclubofsantamonica.org); or call 310-917-3313.

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