

Rotary Club of Playa del Carmen Seaside Grant Application

The Playa del Carmen Seaside Rotary Projects Committee is responsible for recommending charitable grants from the Club's Charitable Giving Fund. Each organization requesting support is required to complete and submit an official **Grant Application Form**. Applications to the Projects Committee can be submitted in two ways. Applicants may print out and complete the Grant Application form and give it to a Seaside Rotary member or submit the form directly from our website.

Organizations that have received assistance in the past will be required to submit an updated and complete application each year. These applications **MUST** include a report on how the previous grant funds were applied and the impact of the funds if said report has not already been submitted.

Before completing and submitting this application, we request that you review thoroughly the **Charitable Giving Guidelines** found on the Seaside Rotary website. Please complete the application carefully, providing as much of the requested information as possible.

Grant Application Form

Legal Name of Organization:

DBA (if applicable):

Mailing Address, City, State, and Zip:

Phone:

Fax:

Website:

Name of CEO or Executive Director:

Phone:

Email:

Application Contact & Title (if not the CEO or Executive Director):

Phone:

Email:

How did you hear about Seaside Rotary?

Have you already been in contact with a Seaside Rotary member?

Organization Information

Organization Mission Statement:

Year Founded:

Geographic Area Served (specific to this particular grant request):

Tax Exemption Status: Mexico? US - 501(c)(3)?

Number of Employees:

Full-time:

Part Time:

Volunteers:

Tell us more about your organization.

Grant Request Information

Tell us about your organization's need.

- Provide a summary of the plan for the request. Include the issue and/or opportunity addressed, goals and objectives, activities, and timeline.
- Explain why your organization is approaching the issue and/or opportunity.
- Describe the specific use for the requested funding.
- Detail how we might be able to promote this project in a joint effort via our website and/or as a service project for the Seaside Rotary Club.
- How will your project be affected if your Grant Application is denied?

Financial Information

Project's Total Budget: \$

Amount of Request: \$

If your organization has received assistance from the Seaside Rotary in the past, what was the amount of the grant? \$

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge.

CEO/Executive Director/Authorized Representative

Date

The Projects Committee meets each month and applications are due in by the first Monday of each month. Any application received after will be held for submission to the committee in the following month.

Applications will be reviewed by our Project Committee and must be approved by the Playa del Carmen Rotary Club Seaside Board of Directors. Applicants can generally expect an answer within 6 weeks of submission.