



ROTARY CLUB OF OKLAHOMA CITY

CELEBRATING OVER 100 YEARS OF SERVICE

119 N. ROBINSON, SUITE 360 ■ OKLAHOMA CITY, OKLAHOMA 73102

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September 2017

RE: 2017/18 Rotary Project

Once again, the Rotary Club of Oklahoma City is selecting a project or program proposed by a qualified nonprofit organization serving our community to be designated as our Club 29 Annual Project.

This 2017/18 Rotary Project will serve the citizens of central Oklahoma both in the spirit of our club motto: "Service Above Self". We ask that your project represent one of the six focus areas of the Rotary International Foundation, which are promoting peace, fighting disease, providing clean water, saving mothers and children, supporting education and growing local economies.

Along with the designation as our 2017/18 Rotary Project, our award recipient will receive a funding grant between \$10,000 and \$30,000 to underwrite the proposed work.

Our Annual Project Committee is now soliciting requests for grants, with the process for the first time all online. Details of the application process—guidelines and requirements—follow below. Completed ***ONLINE Grant Applications*** must be submitted by NOON, September 29, 2017.

As Oklahoma's oldest and largest civic organization, we are delighted to again partner with our local nonprofits to serve our community in the coming year.

Sincerely,

Chip Oppenheim, Chair
Annual Project Committee

Ellen Fleming, President
Rotary Club of Oklahoma City



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2017/18 Annual Project Grant Request Guidelines and Requirements for \$10,000 - \$30,000 Grant

To be considered for an annual project grant, applicants must be a registered 501(c)(3) nonprofit organization serving central Oklahoma. This 2017/18 Project will serve the citizens of central Oklahoma both in the spirit of our club motto: "Service Above Self".

We ask that your project represent one of the following six focus areas of the Rotary International Foundation:

- 1) Promoting peace**
- 2) Fighting disease**
- 3) Providing clean water**
- 4) Saving mothers and children**
- 5) Supporting education**
- 6) Growing local economies**

An organization may submit only one application each year. In addition, the Rotary Club of Oklahoma City reserves the right to reject any grant application for any reason, including if it is late or incomplete in any way.

Project grants will not be awarded for the following:

-) General operating expenses, travel expenses or annual fund drives
-) Operating salaries (salaries directly tied to project/program will be considered)
-) Operational deficits, debt reduction, bridge funding, or interim financing
-) Endowments, memorials, or private foundations
-) Political partisanship, lobbying, or legislative activities
-) Legal expenses incurred in any action by or against the organization
-) General capital, construction, or renovation (unrelated to proposed project/program)
-) Advertising or public relations

The Project Committee will present its recommendation to the Club 29 Board for final approval in mid-October. All applicants will be immediately notified. The Project Committee will proceed to raise needed funds during the year-end giving season. Funds are anticipated to be available to the selected organization in January, 2018. Once the project has begun, Rotary Club 29 requires the grant recipient to submit periodic progress reports that utilize measurable outcomes until project completion.

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This year's grant application is an online process. Please access the application site on our Rotary Club website at www.okcrotary.com.



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Selection Process Calendar

September 5 – Announcement of project/program opportunity at Rotary, followed by e-mail announcement to Rotary membership for promotion to nonprofit organizations

September 29 Noon – Complete online application due

Oct 1 – 12 – Committee reads and ranks online applications, with score sheets due to the Rotary Office by Noon., Oct.12

October 13 - Committee meets to choose winner among three to four finalists

October 16 – Project recommendation presented to Rotary Board for final approval

October 24 – Winning project makes presentation at Rotary meeting

Oct. 24 – Dec. 2017 – Fundraising conducted for project grant

January 2018 – Funds anticipated to be available for selected project.

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