



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 2018

RE: 2018/19 Club 29 Annual Project

It is time again for our Club 29 Annual Project. The Rotary Club of Oklahoma City is now accepting grant requests directed to a project or program that is proposed by a qualified nonprofit organization and will serve the central Oklahoma community (i.e., the Oklahoma City area). The recipient will receive a funding grant between \$10,000 and \$30,000 to underwrite the proposed project or program. Please help us get the word out to qualified organizations regarding this opportunity.

The Club 29 Annual Project is driven by our club motto: “Service Above Self.” We ask that all grant requests 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.

Details of the application process—guidelines and requirements—are set forth below. Completed applications must be submitted online, via our website by NOON sharp on September 25, 2018. Any applications submitted after that time will not be considered.

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,

Cliff Dougherty, Chair
Annual Project Committee

Tom Phillips, President
Rotary Club of Oklahoma City



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2018/19 Annual Project Grant Request Guidelines and Requirements for \$10,000 - \$30,000 Grant

To be considered for our annual project grant, applicants must be a registered 501(c)(3) nonprofit organization serving central Oklahoma (i.e., the Oklahoma City area). **We ask that your project represent and align with 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. The Rotary Club of Oklahoma City reserves the right to reject any application for any reason, including if it is late or incomplete in any way. The Rotary Club of Oklahoma City also reserves the right to select the winner, in its sole discretion and based on whatever criteria it deems to be appropriate.

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 Annual Project Committee will present its recommendation to the Club 29 Board for final approval in mid-October. All applicants will be notified of our final decision. The Project Committee will then proceed to raise the needed funds during the year-end giving season. The winning organization will be asked to make a short presentation regarding the project at one of our meetings. Funds are anticipated to be available to the selected organization by February of 2019. Once the project has begun, the grant recipient will be required 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 4 – Announcement of project/program opportunity at Rotary, followed by e-mail announcement to Rotary membership for promotion to nonprofit organizations

September 25 at Noon – Deadline for complete applications

Sept. 25 – Oct. 8 – Committee reads and ranks online applications, with score sheets due to the Rotary Office by Noon, Oct.8

October 9 - Committee meets to choose winner among finalists

October 18 – Project recommendation presented to Rotary Board for final approval

October 30 – Winning organization makes presentation at Rotary meeting

Oct. 30 – Dec. 2018 – Fundraising conducted for project grant

February 2019 – Funds anticipated to be available for selected project.

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