



GRANT APPLICATION
Meadow Ridge Rotary Club - Wine Festival
P.O. Box 29586, Maple Ridge, B.C. V2X 2R3

PROJECT TITLE _____

Amount requested from the MeadowRidge Rotary Wine Festival \$ _____

When would these funds be required? _____

Total project budget? _____

APPLICANT ORGANIZATION _____

Address: _____

Telephone: _____ Email: _____

Contact Person: _____ Position: _____

Project Manager: _____ Position: _____

Date of Founding: _____

Organization's Mission Statement/Statement of Purpose (please attach)

Number of Paid Staff: Full-Time: _____ Part-Time: _____

Number of Volunteers Involved in Organization: _____

AUTHORIZATION* (Two Signatures Required)

We certify that this application for funds has official approval from the organization's Board of Directors.

Signature _____ Date _____ Signature _____ Date _____

Name: _____ Name: _____

Position: _____ Position: _____

FOR OFFICE USE ONLY

Application # _____ Date Received: _____

Amount Requested: _____ Amount Recommended: _____ Date: _____

Source of Funds: _____

Amount Awarded: _____ Date: _____ Response to Applicant Date: _____



PURPOSE OF FUNDING REQUEST

Grant will be used for:

(a) ____ Service Expansion/Improvement

(b) ____ New Program

(c) ____ Capital Expenditures

(if so, list in order of priority need under "The Project" including separate cost for each item)

THE PROJECT

Describe the need for your project, location of your project, who and how many will be served and the anticipated results/benefits. Attach any supporting documentation if helpful.

List other Grants you have applied for: _____

List other Grants you have obtained for this project _____

CARRYING OUT THE PROJECT

What knowledge, skills and experience does your organization have which qualify it to carry out this project?

What activities will you undertake to achieve the intended result? Is your group doing any local fundraising itself? If yes, what percentage of the total project cost will be raised by your organization through other sources?

Will volunteers, apart from your Board, be involved in the project? Yes No

If yes, how many? _____

How? _____



Do you agree to provide a statement of expenditures for the project where the MeadowRidge Rotary Wine Festival has provided a grant?

Yes No

Proposed start-up* and completion dates for project:

***Note:** *Projects not started by the start date are subject to review and possible withdrawal of approved funding.*

COMMUNITY SUPPORT/COORDINATION

Has your organization received funding from Meadow Ridge Rotary before? If so, for what, how much and when?

Has your organization received funding from the "Wine Festival" Committee before? If so, for what, how much and when?

EVALUATING THE OUTCOME

How and by whom will the project be monitored and the results evaluated?

Describe the short- and long-term benefits of the projects to the community.



PUBLIC RECOGNITION

How would your organization formally recognize or publicize a contribution from the MeadowRidge Rotary Wine Festival? Please also indicate whether members of your organization would be willing to volunteer at MeadowRidge Rotary Club special events and / or willing to encourage ticket sales for the Rotary Wine Festival event. (If so, provide contact name and phone number.)

Will you agree to place a plaque and/or logo identifying MeadowRidge Rotary Wine Festival as a supporter, commensurate with the size of the grant?

Yes No

OTHER FINANCIAL CONSIDERATIONS

What would happen if the MeadowRidge Rotary Wine Festival provided only a portion of the amount requested?

If this is an ongoing program, how will it be sustained after the initial funding?

For capital projects, how will the facility be maintained/operated once constructed? (If operating funding has been obtained from other sources, please attach letters of confirmation.)

SUPPLEMENTARY MATERIALS

Please provide one copy of the following materials with your application:

- Most recent Financial Statement or Annual Report
- Detailed project/program budget
- Relevant promotional materials, if available

