

**The Four Peaks Rotary Foundation  
of Fountain Hills, Arizona**

**Request for Funding Application**

The Four Peaks Rotary Foundation (FPRF) is a 501 -C- 3 non-profit Corporation registered with the Arizona Corporation Commission and approved by the Internal Revenue Service.

Non-Profits and other charitable organizations may solicit monies from Four Peaks Rotary Foundation by following the information provided and by completing an application. The request period is November 2019 thru March 2020. Submittals after March 31<sup>st</sup>, 2020 will not be processed. No funding will be released prior to July 1, 2020 at the earliest. Release of funding is controlled by The Four Peaks Rotary Foundation Board.

Four Peaks Rotary is committed to the social and academic development of our future leaders encouraging every young person to become a productive member of society. Our Club works in the community, statewide and internationally with personal involvement of our membership to these objectives.

Rotary provides business owners, professional and community leaders an opportunity for service to others in order to benefit our community, and using high ethical standards, fellowship and encouraging goodwill worldwide. The Four Peaks Rotary Club of Fountain Hills is a premier service club which supports, among others, our community's teens and young adults.

The Four Peaks Rotary Foundation (FPRF) is accepting grant applications for consideration as it selects funding recipients for FY 2020-2021. The Four Peaks Rotary Club of Fountain Hills has several fundraising initiatives throughout the year through one or more of Rotary's Four Avenues of Service: [Community, International, Vocational and Youth Services.]

If your organization would like to be considered for monies, as a result of our f u n d r a i s e r s , please complete and submit your funding request using the following **Request for Funding Application. All Requests for Funding must be received no later than 5:00 PM on Tuesday, March 31, 2020.**

The following pages represent the **Request for Funding** application form and process. Completed applications and all required supporting documents must be emailed to the address noted below and received no later than 5 P.M. on the last business day of March to be considered.

Submit **Request for Funding Application** along with the following supporting documents. Do not send any supplemental documents other than those specified below.

**Provide a copy of each of the following with your application:**

- Cover letter on your Organization's Letterhead signed by Chief Executive Officer or Operating Officer.
- Completed Organizational information (Exhibit A)
- Proposal Narrative Outline (Exhibit B) Single spaced in 12 point font.
- Copy of your current fiscal years' operating budget and current P&L Statement showing major sources of revenue and expense.

- Copy of IRS 990 for past year
- Copy of your 501C (3) charitable tax-exempt letter.
- Current Board of Directors roster with related employment affiliations  
(we recommend you check each item above as completed to be sure you have Submitted all required documentation)
- **If you do not have** an IRS 990: Submit an electronic copy of your organization's review by one of the parties below
  - Charity Navigator [www.charitynavigator.com](http://www.charitynavigator.com)
  - Wise Giving Alliance [www.give.org](http://www.give.org)
  - Charity Watch [www.charitywatch.org](http://www.charitywatch.org)
  - Incomplete applications will not be processed
  - If you know a Four Peaks Rotarian, you should ask him/her to be a champion for your request, if they agree.
  - Name of your Four Peaks Champion: \_\_\_\_\_

**Email Completed Application along with Exhibits A, B and C and listed supporting Documents to: Four Peaks Rotary Foundation bauerrdb@gmail.com**

FOUR PEAKS ROTARY FOUNDATION OF FOUNTAIN HILLS,  
ARIZONA

**REQUEST FOR FUNDING APPLICATION**

**ORGANIZATION INFORMATION AND DESCRIPTION OF REQUEST**

Date: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Indicate if use of funding is intended for \_\_\_ General Operating or \_\_\_ Special Program.

Minimum level of Funding Sought to run Program: \$ \_\_\_\_\_

Purpose and/or name of program to be funded: \_\_\_\_\_

Time Frame in which funds will be used: From \_\_\_\_\_ To \_\_\_\_\_

Exhibit A

Mission Statement: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

List of current Core Programs and Services: \_\_\_\_\_

\_\_\_\_\_

Geographic Area Served: \_\_\_\_\_

Target population served by the organization (include demographic information and total number clients/individuals served): \_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### CONTACT INFORMATION

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_

Phone: \_\_\_\_\_ CELL: \_\_\_\_\_

Website: \_\_\_\_\_

Executive Director: \_\_\_\_\_

Direct Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Board Chair: \_\_\_\_\_

Direct Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

### FUNDING INFORMATION

List your Fiscal Year: \_\_\_\_\_ to \_\_\_\_\_

Current Annual Operating Budget: \$ \_\_\_\_\_

Total annual program budget (if funding request is for a specific program) \$ \_\_\_\_\_

If your organization does not have its tax exempt 501c (3) status, what organization is serving as your fiscal agent?

Fiscal Agent \_\_\_\_\_ FEIN # \_\_\_\_\_

(Federal Employer ID #)

Executive Director \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

## PROPOSAL NARRATIVE OUTLINE Exhibit B

Please use 12-point font when answering the following questions. Limit narrative to no more than total number of words designated for each question.

1. Explain how your organization's mission and programs/services align with the mission and core programs and services of Rotary. (100 words or less)

(Sample) The mission of the Four Peaks Rotary Club Foundation of Fountain Hills, AZ is to encourage and support literary, academic, physical and social development of all young people in our community. Our goal is to assist in the development of our future leaders and to encourage every young person to become a responsible and productive member of our society. We support our pledge with the personal involvement of our club members and the financial support of our club and foundation. We work alone and with other community organizations to support worthwhile programs that have the greatest impact on the community. Our community includes international and national causes. Four Peaks Rotary Club and Foundation provides local leaders an opportunity to serve others for the betterment of the community. We currently support more than twenty different non-profits and charitable causes including: water to those without running water, homeless, Mexico, the Scouts, Fountain Hills USD, youth leadership development, Junior Achievement, the VA, foreign student exchange, and several others.

2. Describe how you propose to use funds received from the Four peaks Rotary Foundation of Fountain Hills in 100 words or less.
3. Describe what changes or improvements you expect to achieve in your Organization or services provided from the use of these funds? (100 words or less)
4. Describe how you will determine if your organization or program makes a difference or impact in the community and with your target population. (100 words or less)

5. Four Peaks Rotary actively fundraises to support our giving. Our biggest fundraiser is our Annual Spring Golf Outing. Some of our other fundraisers are volunteering at Oktoberfest and trash pickup at the Fountain Hills Art & Craft Fairs in November and February annually.

How can your organization help FPR with volunteers, support and/or publicity to support our fundraising activities? (100 words or less)

**Note: If your organization is selected as beneficiary of FPRF, you will be expected to attend a future morning club meeting to provide a brief report on the outcomes and impact of the funding received by our club.**

**CERTIFICATION  
EXHIBIT C**

Your signature on this form certifies that information included in your Request for Funding Application and supporting documents is accurate, and that your organization retains its stated tax-exempt status, and further certifies that this status is not in danger of being revoked. In addition, your signature affirms that the Four Peaks Rotary Foundation of Fountain Hills, AZ has not received any goods or services in conjunction with this request.

Signature of the Executive Director: \_\_\_\_\_

Typed name \_\_\_\_\_ Date: \_\_\_\_\_

**Request for Funding Review Criteria**

Funding requests are reviewed according to the following criteria:

- The potential of the organization or project to be funded making a contribution toward improving the quality of life of those served, which is in alignment with the Rotary Club's mission and avenues of service.
- The adequacy of plans for measuring success, outcomes and benefits of the funded organization or program to those served.
- Demonstrated stability of organization through consistent and effective management, strong board engagement, a broad base of community and volunteer support, and financial responsibility.
- The ability of the requesting organization to support and augment the Four Peaks Rotary Club of Fountain Hills fund raising events: The Spring Golf event promotion/marketing and day-of event volunteer support, trash Pick-up at the Fairs, Octoberfest.

All selected beneficiaries will be awarded their funding at a designated club meeting scheduled with input by the Program Chair and Board President.

End of Application

Application for funding FPRF rev 6  
Approved FPRF Board 11-21-19