Watsonville Rotary Foundation

www.watsonvillerotary.com

2024-25 Community Grant Application

Grant Proposal Instructions

1. Please read the Grant Guidelines ***BEFORE*** completing this Grant Application Form.
2. When you've completed the **Grant Application Form**, save your work to your computer.
3. Complete the **Program Evaluation _OR_ Core Operating Evaluation Worksheet** and complete the Program Budget Worksheet if requesting program support (download buttons located at the end of the Grant Guidelines) and save to your computer. If requesting Core Operating support, attach a copy of your agency's Annual Operating Budget instead of using our downloadable budget form
4. Submit all three completed documents via email to kkingponzio@gmail.com.
5. Deadline for submission is **5:00 p.m. on Friday, January 31, 2025.**
6. Questions? Contact Kathleen King: kkingponzio@gmail.com or (831) 234-0062.

I. Applicant

Legal Organization Name: _____

Program Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Fax: (_____) _____

Website: _____ Year Founded: _____

Executive Director: _____ E-mail: _____

Tax Status: ☐ 501(c) (3) ☐ Public Agency ☐ Other/Describe:

II. Application Contact Person (If different from Executive Director)

Name: _____ Title: _____

Phone: (_____) _____ E-mail: _____

III. Fiscal Sponsor (Leave blank if not applicable)

Sponsor Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Fax: (_____) _____

Website: _____ Tax ID #: _____

Contact: _____ E-mail: _____

IV. Purpose of Request

Project Title: _____

Project Contact: _____ Title: _____

Office Phone: (_____) _____ Mobile: (_____) _____ E-mail: _____

Org. Annual
Operating Budget $ _____

Project
Budget: $ _____

Amount
Requested: $ _____

Grant Term: 7/1/2025 – 6/30/2026   Proposed Start Date: _____ End Date: _____

Responses to the following questions are limited to the space provided. Please be clear and concise.

1. Please indicate what type of funding you are seeking.

   ☐ Program Support   ☐ Core Operating Support

2. Please check which of Watsonville Rotary's three Areas of Interest for Funding you have chosen to pursue for this application.

   ☐ Safety Net & Crisis Resolution Services   ☐ Healthy Lifestyles, Learning & Living

   ☐ Health & Youth Development

3. Please indicate whether the proposed project/program is currently in operation or is a new project/program.

   ☐ Existing Project/Program/Activity   ☐ New Project/Program/Activity

4. Provide a statement of the need or problem to be addressed.

5. If seeking program support, provide a brief description of the proposed program/project. Please explain how the program/project will address the need/problem you have identified in question #4. (If seeking core operating support, go on to Q #6)

6. If seeking core operating support, please explain why you chose this option and elaborate specifically on how your agency would use the funding you've requested to address the need/problem you have identified in Q #4

7. Describe how your project (or agency if core operating support applies) will be able to demonstrate it is having a substantial and lasting impact on the youth you serve. Include specifics on the types of objective data and outcomes you will rely on to evaluate impact.

8. Describe approximately how many Pajaro Valley youth will be served by your program/services. Of these, how many do you estimate will be impacted directly through your proposed programs/services.   Support your estimate in the response to both questions.

V. Evaluation

Use either the downloadable "Program Support" *OR* "Core Operating" Evaluation Worksheet as appropriate (buttons are located at the bottom of the Guidelines Page) to describe how you will measure and report the success of your efforts. Each of the downloadable Evaluation worksheet include instructions for completing the forms.

VI. Budget

If submitting a request for Program Support, use the downloadable "Budget Worksheet" (button is at the bottom of the Guidelines page) to describe the known and anticipated revenues and expenses of your project, including the amount you are requesting from Watsonville Rotary.

If seeking support for Core Operating funds, submit a copy of your organization's annual operating budget.

Email all completed documents to kkingponzio@gmail.com. You will receive an email confirming receipt of all proposal documents within 5 days of sending them. **If you do not receive a confirmation email within 5 days, please contact Kathleen King, GRC Chair, immediately at the email address above or at (831) 234-0062.**

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