

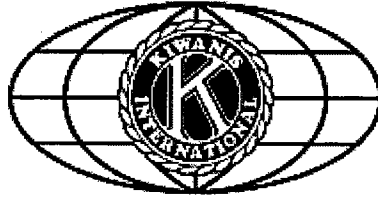
## GENERAL GUIDELINES FOR KIWANIS GRANT REQUESTS

### PRIORITIES and VALUES

1. Is there a perceived need for these funds
2. What is the impact on the public, the project itself and the club if this request is funded
3. Projects serving Rock Island residents will have priority over other funding requests.
4. Priorities for funding are:
  - (1) Young Children Priority One
  - (2) Literacy
  - (3) Economically challenged
  - (4) Serving developmentally disabled
  - (5) Health and Wellness

### PRACTICES

1. Grant requests must be received on the board approved application form, complete and within 30 days of the date the request is to be acted upon by the Board of Directors.
2. The Board of Directors will act on grant requests quarterly on the second Tuesday of February, May, August and November
3. If this project was funded previously through a Kiwanis grant the club must have a six month progress report on file
4. Tabled requests will be considered first
5. The grants committee will make recommendations to the board based on board adopted priorities and values.
6. The upper limit for a grant request will be determined by the board of directors
7. One request will be accepted for each project in each fiscal year?
8. Repetition of approval of previous projects should not outweigh approval of new projects



KIWANIS CLUB OF ROCK ISLAND  
GRANT REQUEST FORM (Please print or type)

1. Name address and phone number of the requestor organization
  
2. Tax Exempt Status
  
3. Project Title
  
4. Amount Requested
  
5. List any other grantors to whom this request has been submitted and if known indicate if the request has been approved
  
6. Project Description
  
7. Project Implementation Date
  
8. How many children and what ages are the children to be served.
  
9. Submit the budget for this **PROJECT** on a separate sheet indicating all income and expenses.
  
- 9.B Specifically, how will this project use funds if awarded.
  
10. How would your organization publicize this grant?

11. List the names of Rock Island Kiwanis members who serve on the staff or volunteer for the requestor organization

12. Signature \_\_\_\_\_ Title \_\_\_\_\_

13. Name, Address and telephone and Email address of contact person for this project

**PLEASE SUBMIT GRANT REQUESTS TO:**

**Kiwanis Club of Rock Island, PO Box 3434, Rock Island, Illinois 61201-3434**

**Application deadlines are: January 2, April 1, July 1, and October 1**

**One additional page in addition to the budget may be submitted with the application**

**Failure to complete this form and submit a project budget may result in denial of the GRANT request.**

**Applicants will be notified of the decision of the Kiwanis Club Board of Directors six weeks following the application deadline**

**Successful applicants must send a progress report to the Kiwanis Club within six months of the award**

**Successful applicants will be invited to a Kiwanis Club meeting to receive their award**

*For Kiwanis use only:*

*Requestor organization-----*

*Project Title-----*

*Date request was postmarked \_\_\_\_\_*

*By whom was request received -----*

*Grant committee recommendation:*

*Board of Directors Action:*

*Date \_\_\_\_\_*

3-19-08