



**LOS GATOS MORNING ROTARY CHARITABLE FOUNDATION
P.O. BOX 282, LOS GATOS, CA 95031**

www.lgmorningrotary.org

GRANT INFORMATION AND GUIDELINES

The LOS GATOS MORNING ROTARY CHARITABLE FOUNDATION is a charitable trust, which makes grants from the proceeds of its annual fundraisers. A Board of Directors including five elected trustees operate the Charitable Foundation. Questions about your application can be forwarded to us at: [Buxton <cgbux@aol.com>](mailto:Buxton@cgbux@aol.com)

THE PURPOSE OF THE LOS GATOS MORNING ROTARY CHARITABLE FOUNDATION is to provide funding for the educational support of youth, the humanities, sciences, music and the arts in the greater West Valley area of Santa Clara County; to support international projects in coordination with the efforts and purposes of the Rotary Foundation of Rotary International; and for other publicly beneficial projects as the trustees of the corporation may determine appropriate.

1. LGMR CHARITABLE FOUNDATION POLICY:

The Trustees meet monthly to discuss the funding of grants and scholarships. Award of grants are for charitable, educational and other nonprofit organizations. Generally funds are granted for capital needs or one-time special project expenses.

Grant application dates: November 14, 2010 – to January 12, 2011

Deadline for filing – 4 p.m. January 12, 2011 – Mailed to the above P.O. Box

Grant awards: March 16, 2011

Grant announcement: Wednesday, April 15, 2009.

Recipients will be invited to attend the LGMR club meeting on April 15, 2011

Scholarship application dates: January 25, to April 1, 2011

Eligibility: Los Gatos High School graduating Seniors

Applications available through the LGHS Career Center

Deadline for filing 4 p.m. April 1, 2011 - Mailed to the above P.O. Box

Selection of recipients – April 28, 2011

Announcement and scholarship awards - High School Awards Ceremony

2. LGMR CHARITABLE FOUNDATION RULES AND REQUIREMENTS:

Grants will be awarded based on the following:

- a. The Trustees **do not grant funds for construction or acquisition of real estate, liquidation of loans or fiduciary obligations, or ongoing operating expenses, such as salaries, rents or utilities**
- b. Requests must be for projects comprising quantifiable packages of goods, and /or services, and include a valid quotation for each identifiable item. Requests must contain the commencement and estimated completion date of the project
- c. No grant may inure to the benefit of the individual members of the organization requesting the grant.
- d. Grants awarded that are for less than the total costs of capital items or projects will be released when all the funds needed to purchase the items or complete the project have been pledged or received.
- e. The Trustees customarily do not grant awards to the same organization in consecutive years.
- f. The Trustees shall consider grant requests only from non-profit tax-exempt organizations.
- g. The applicant shall provide evidence of their tax-exempt status and current financial statements.
- h. The applicant shall complete the LGMR Charitable Foundation Grant Application form, as no other form shall be accepted.
- i. Grant Application Forms may be obtained at: www.lgmorningrotary.org or by contacting the Charitable Foundation at the above address.
- j. Applicant shall include the names of three people or agencies that may be contacted as references, if necessary. Please complete contact information.

3. INTERVIEW – EVALUATION – REVIEW

Grant Applications shall be evaluated based:

- a. The need for and the uniqueness of the program in the West Valley area.
- b. The impact on the audience and the number of people who will benefit.
- c. Preference is given to projects locally, although requests on the state, national and international projects may be considered.
- d. The impact of the request on the requesting non-profit organization.
- e. The viability and finance management of the non-profit organization.

The Trustees will review all qualified applications. Prior to board's review, a Trustee shall be assigned to conduct a personal interview with the applicant and then report to the Trustee's findings and recommendations. Letter or e-mail as to the status of the grant application and the Trustees decision on or around the times noted above will notify applicants.