

ALTRUSA INTERNATIONAL OF PENDLETON
June 2013-May 2014 SERVICE COMMITTEE
Application for Funding

Date:

Name of Organization/Group/Individual Making Request:

Please limit responses to 200 words per question. You may enter text directly into the Word version or type responses on a separate page.

PURPOSE/PROJECT

For what will the funds be used?

Who will benefit?

How do you currently receive funding (e.g., donations, taxes, dues, etc.)?

To what other funding sources have you applied for this particular purpose/project?

Have you previously applied to Altrusa for funding; if so, when, and how much did you receive?

How do you propose to recognize our contribution?

BUDGET

Total amount needed to fund this project: \$ _____ Cash/pledges received: \$ _____

Amount not yet funded: \$ _____ **Amount requested from Altrusa: \$ _____**

Signature of Applicant (Title/Position): _____

Address:

Telephone Number: _____ Email Address: _____

Contact Person (Title/Position): _____

Address:

Telephone Number: _____ Email Address: _____

Return this application to: *Altrusa International of Pendleton, Service Committee Chair*
P.O. Box 1735, Pendleton, OR 97801 or scan and email it to splass@oregontrail.net

Service Committee Grant Criteria

1. The Altrusa Club of Pendleton makes community service grants available to local organizations through the club's Service Committee.
2. Grants are awarded on Altrusa's fiscal calendar of June through May of the following year, and decisions are based upon available funds and the alignment of the request with funding criteria. Altrusa generally will fund an organization once in a fiscal year.
3. Organizations based in Pendleton are eligible to apply. Funded projects must meet a local community need, serve an identifiable population, and be supported by other community organizations and resources.
4. Grants generally range from \$25 to \$1,000, though larger amounts have been awarded on an exception basis. The average grant range is from \$100 to \$350.
5. The committee reserves the right not to award the full amount requested or not to award a grant at all; the committee will notify each applicant of its decision.
6. Grants seldom support projects that serve only one individual.
7. Applicants must complete and submit the Service Committee's application form before the committee will consider the request. The form is available from committee members and the club president. To request an application form during the 2013-2014 fiscal year, contact the committee chair, Susan Plass, at splass@oregontrail.net.
8. The Service Committee generally will notify applicants of its decision within two to three months after receiving the completed application form.
9. Grant recipients must submit a final report within one month of expending grant funds, explaining how the funds were used, describing the effect of the grant on the target population or on the community need, and identifying partner organizations that participated in the project. The Service Committee will not consider a subsequent request by a grant recipient unless the recipient has submitted the final report on the previous grant.