



Minot SERTOMA

GUIDELINES FOR GRANTS

What we fund- SERTOMA of Minot is interested in funding projects that address current needs in speech and hearing, youth, patriotic activities, and in some cases events/projects that are good for the community as a whole.

What we will not consider for funding-SERTOMA of Minot does not fund individuals, religious groups for strictly religious activities, political campaigns or activities and events that exclude special needs individuals.

For requests of \$500 or less

Request must be made in letter form of no more than two pages.

- Identify the event/project in no more than 50 words
- Brief description of event in no more than 3 to 4 paragraphs, include who will be served
- Amount needed with total budget for project with amounts already secured and those requested from other sources
- How will this be supported ongoing for events/projects that are to be ongoing
- Expected outcomes from event/project for those served
- Other information you feel required to help us make the determination of funding

For requests over \$500

The form must be submitted to SERTOMA of Minot for consideration for funding.

Be sure to have contact information of the person championing the event/project.

A copy of the form needed in funding over \$500 dollars is on the following page.

Send requests to:

Minot Sertoma Club

P.O. Box 1183

Minot, ND 58702

FUNDS REQUESTED FROM MINOT SERTOMA Club

1. Who is requesting funding?
2. Contact information of event/project lead person.
3. Brief description of group requesting funding, not to exceed 500 words
4. Brief description of project (what it is, who will it serve, what unmet need is it filling, who will run the event/project and their history of such activities, is this a onetime activity or ongoing, how will it be maintained financially if ongoing, what are your expected outcomes) No more than 2 pages.
5. Total budget of event/project. (Total funds required for activity, total dollars requested from SERTOMA, what other funds do you have secured, what other sources are you seeking funding from)

- Funds from SERTOMA \$ _____
- Secured funds to date \$ _____
- Funds expected from other sources \$ _____
- Total amount for event/project** \$ _____

Would you accept partial funding if offered? Yes No

*List other sources you plan to contact or have already contacted for other support:

What are your expected outcomes?

6. What history do you have in carrying out such an event/project that can help us make this decision, if none explain how you plan to make sure this event/project will be completed? (List supports, expertise, experience of staff, support letters from community, action plan if developed)
7. What is the duration of event/project?
8. Have you ever received funding from us before, is so please list event/project funded.

Yes No

Signature _____ date _____
