|  |  |
| --- | --- |
| Funding Application Form |  |

*All fields of application (white boxes) must be completed fully and returned directly to Rotary Club of Hornby. Ideally forms will be submitted electronically via email (PDF).* We encourage you to take a copy of the application form for your own records. *Primarily our funds are raised to support activities in the Hornby area. Applications can be made for individuals, groups or specific activities.*

***Managing your expectations****:*

*Please remember that our funds are limited, and we typically support 2-5 projects per year (depending on the size), so not every application will be supported. Note that your application process may take up to 3 months for Hornby Rotary Club to respond.*

# ORGANISATION DETAILS

|  |  |
| --- | --- |
| Organisation Name: |  |
| Address |  |
| Web Site |  |
| Contact Person |  |
| Email Address |  |
| Phone  |  |
| Total Number of Members in Organisation  |  |
| Organisation Objectives |  |

# APPLICATION FORM SPONSOR

***If you have been in contact with a member of the Rotary Club of Hornby and a club member is aware of your application, please provide their details below. Leave blank if you do not have a specific contact.***

|  |  |
| --- | --- |
| Rotary Member Name: |  |
| Are They Aware of This Application? | Yes / No (delete as appropriate) |

# PROJECT OVERVIEW

***Specific Reason for Funding Application*** E.g upgrade to facilities / purchase of equipment

|  |
| --- |
| *<Enter Details Here>** x
 |

***Project Cost & Sources of Funds***

|  |  |
| --- | --- |
| Project Cost | $ |

***Sources of Funds:***

|  |  |
| --- | --- |
| Rotary Club Hornby Application | $ |
| Your Organisation’s Contribution | $ |
| Other Contributions \* | $ |
| Shortfall (if any) | $ |
| Total (of Above) | $ |

|  |
| --- |
| ***\* Please Provide Details of Other contributions*** E.g names and amounts from other funding sources* x
 |

***Please describe how these funds will be used.  Also provide (details of) quotes or costings of the proposed project / activity / event.***

|  |
| --- |
| *<Enter Details Here>** x
 |

***Tell us about how these funds will support the Hornby community (directly or indirectly) including benefits to the community?***

|  |
| --- |
| *<Enter Details Here>** x
 |

***When do you require funds*** E.g specific timeframe

|  |
| --- |
| *<Enter Details Here>** x
 |

***Is this a one of project or on-going contribution/support you are requesting?***

|  |
| --- |
| *<Enter Details Here>** x
 |

***Any other notes to help support your application (please provide additional details / support as required that is not covered above)***

|  |
| --- |
| *<Enter Details Here>** x
 |

|  |  |
| --- | --- |
| Name *(of person submitting this form)* |  |
| Date *(of submission)* |  |

# SUBMITTING YOUR FORM

***Please ensure you have completed all questions. Once completed, please send an electronic copy of this application form to Rotary Club of Hornby via*** ***rotaryclubhornby@gmail.com******.***