



P.O. Box 1767, Charlottesville, Virginia 22902

Blue Ridge Mountain Rotary Fund

2018 Request for Proposals

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The Blue Ridge Mountain Rotary Fund in the Charlottesville Area Community Foundation is seeking innovative proposals from Charlottesville area nonprofit agencies.

Emphasis:

Nonprofit organizations eligible for this award will be those working in Charlottesville and Albemarle.

Grants will be considered based on their ability to serve programs that focus on women children.

Eligibility:

The agency must be a 501(c) (3) public charity working in Charlottesville and/or Albemarle County. The Blue Ridge Mountain Rotary Fund will not support endowment campaigns, annual appeals, or awards to individuals.

Amount of Grant:

Funding requests up to \$2,500 will be considered.

Proposal Deadline:

Wednesday, October 22, 2018. *Your proposal should be submitted as one PDF and emailed to kkling@cacfonline.org by the deadline.*

Proposal requirements:

- **1 page project narrative**—be sure to include specifics on how the funds from the Blue Ridge Mountain Rotary Fund will be used.
- **One-page project budget**—include both expenses related to this project and other sources of income in support of the project.
- **List of organization leader(s) and lead staff on the project**
- **List of board of directors**
- **Copy of IRS 501(c)(3) determination letter**
- **Agency's most recent audited statement or Form 990**

The recipient will be announced by November 16, 2018.

What is the Reporting Process?

A grant recipient is expected to use the funds for the purpose approved in the grant award, and funds are to be expended within one year from the date of the grant. A representative of the recipient organization is expected to make a presentation to the Blue Ridge Mountain Rotary Club once funds have been expended, but no later than one year from the date of the grant to share the impact of the funded program. Grant recipients may be contacted for further information and possible site visit. After 12 months grant recipient will attend a club meeting and present a 5-minute overview regarding use of funds.

Please call Katie Kling, Donor Engagement Manager, at (434) 296-1024 or email kkling@cacfonline.org for more information or with questions regarding your proposal idea.