



WINTER 2017-18 CLUB MEMBERSHIP MINI-GRANT OVERVIEW

The purpose of this mini-grant is to encourage the Rotary clubs of District 7930 to host a "Friendraiser" event to attract new members and present alternative forms of membership. Grants may also apply to develop a club's orientation process or its ability to mentor.

GUIDELINES

- The grant is a reimbursement matching grant – 50% of expenses. Individual clubs may apply for an up to \$200 match limit. Your project may be over \$400, but we will not match beyond \$200.
- Two clubs partnering on a mentor development program/training or Friendraiser may apply for a match up to \$300.
- All promotions, materials, and messaging used must meet the Rotary International Branding Standards. A member of the Public Image Committee will assist you if needed.
- Recipients may be asked to share their event plan with other Rotary clubs.
- Matching district **funds cannot be used for alcohol**. Clubs may spend club funds as they see fit.
- Clubs offering an alternative form of membership as an option to join will receive priority consideration. New membership mini grant recipients will be given priority.

REQUIREMENTS

- A Friendraiser event must have an explicit invitation to join Rotary and a minimum of 5 prospective members must be in attendance at the event to qualify for reimbursement.
- Club(s) must agree to refer prospective members to another club if the prospective member is not a good match for the host club(s).
- Orientation and mentoring development plans must be pre-approved.
- All applicants must complete a post-event one-page report (provided by the district) with receipts by or before the deadline.

TIMELINE

December 1, 2017 – January 15, 2018 - grants may be submitted

January 22, 2018 - notice of acceptance or denial

March 1, 2018 – receipts and report must be submitted to the Membership Committee for reimbursement

INSTRUCTIONS FOR APPLICANTS

Please complete the following application. Incomplete applications will not be considered. Submit this application to the Membership Committee to: Rotary District 7930 Membership * c/o Amy Luckiewicz 10 Elsie Road * Lynn, MA 01904 Electronic applications are preferred. Please email PDF to rotary7930membership@yahoo.com.

CHECKLIST

The primary and my partnering (if applicable) club's Board of Directors know we are applying for this mini-grant and that the club(s) must match each dollar requested.

The primary club's Treasurer understands this is a reimbursement matching grant and must submit a copy of the project's receipt(s) no later than March 1, 2018.

We have submitted a plan for using the funds.

We have read the requirements stated in the overview and understand the timeline.

QUESTIONS? Contact Amy Luckiewicz, Membership Co-Chair at 781.588.0257 or email rotary7930publicimage@yahoo.com

Rotary District 7930 Membership Mini-Grant Winter 2017-2018 Application

Please type or print clearly.

Primary Rotary Club Name		Partnering Rotary Club Name (if applicable)	
Primary Contact	Primary Phone	Primary Email	
Total Project Cost \$		Amount Requested (limit \$200 per club or \$300 for 2 club partners) \$	

FOR FRIENDRAISER EVENT APPLICATIONS ONLY		
Event Date/Time	Back Up Event Date/Time	Event Venue
Approximate Number of Members Attending	Approximate Number of Non-Members Attending	How are you inviting attendees (e-mail, mail, etc.)?
On separate sheet, briefly describe the plan for the event (speakers, food, beverages, displays, how you will engage the non-Rotarians in attendance, how will you introduce membership options, etc.). Please keep your proposal to one page. You may include any promotional materials if they are ready.		
Select one or more categories your grant will be used for:		
food/refreshments at the event event speaker	advertising of the event other (specify) _____	venue costs
How will you identify non-Rotarians to invite? (select all that apply) alumni list networking /professional group past event participants Rotarians' personal contacts purchased contact list other (specify) _____	How will you follow up with prospective members (required)? (select all that apply) invite to club meeting invite to secondary event adding to e-bulletin list personal phone call thank you note other (specify) _____	
Will you be offering an alternative form of membership? (if yes, specify)		
Service Member	Corporate Member	Non-Profit Member
		Satellite Club Member

FOR MENTOR DEVELOPMENT APPLICATIONS ONLY

We are applying for funds to:

Provide training for club mentors other _____
Host a consultant to develop our mentor program

On separate sheet, briefly describe your plan for your mentor program development. Provide training details and name of trainer (if applicable).

FOR NEW MEMBER ORIENTATION APPLICATIONS ONLY

We are applying for funds to:

Print new member orientation materials other _____
Host a large new member orientation event (alcohol cannot be reimburse)

On separate sheet, briefly describe your plan for your new member orientation. If you are hosting an event, include date of event, venue, and approximate budget. If applying for printed materials, you must submit a sample of the printed materials. The printed materials must be in compliance with Branding Standards to qualify.

By signing below, I acknowledge that my Rotary Club, if awarded, will receive the mini-grant as a reimbursement after I submit the project's receipt(s) to the Membership Committee by **March 1, 2017**.

Primary Club President's Signature

Date

Partnering Club President's Signature

Date