Rotary District 7930
Public Image Mini Grant
Overview

MINI GRANT OVERVIEW

The purpose of this mini grant is to improve the public image of the Rotary club's of District 7930. Categories for mini grant approval are listed in the grant. We encourage you to use vendors that offer high quality and consider multiple bidders. Applicants will be notified of acceptance or denial by November 15, 2015. You may only apply for 1 grant per Rotary year.

GUIDELINES

- Clubs may begin submitting grants September 1, 2015-November 1, 2015.
- The grant is a reimbursement matching grant. Clubs which receive a mini grant must submit receipts to the Public Image Committee no later than December 15, 2015. Clubs cannot receive grant money up front but may submit receipts for payment prior to the deadline.
- Mini grant funds may be used to subsidize a larger quote.
- All promotions, materials, and messaging must meet the Rotary International Branding Standards. A member of the Public Image Committee will assist you if needed.
- A sample of the promotion, material, and/or messaging must accompany the application.
- Only clubs can submit an application, not an individual.
- Qualifying materials/promotions/messaging may be used to promote projects, membership, events, or general information but should be primarily aimed at increasing the visibility of your club and improving its public image.
- Recipients may be asked to share their materials/designs with other Rotary clubs.
- It is highly encouraged that materials/promotions/messaging serve a multi-purpose. For example, materials for an event should include an invitation to visit a club.
- Applications cannot exceed $250.

INSTRUCTIONS FOR APPLICANTS

Please complete the following application. Incomplete applications will not be considered. Please fit all information on the application and do not submit additional narrative. Submit this application the Public Image Committee along with a sample of your proposed material/promotion/message to:
Rotary District 7930 Public Image
c/o Amy Luckiewicz * 10 Elsie Road * Lynn, MA 01904

Electronic applications are preferred. Please email to rotary7930publicimage@yahoo.com in PDF form by November 1, 2015.

CHECKLIST

___ My club's Board of Directors knows we are applying for this mini-grant and that the club must match each dollar requested.
___ My club's Treasurer understands this is a reimbursement matching grant and must submit a copy of the project's receipt(s) no later than December 15, 2015.
___ I have completed the application with required signature.
___ I have submitted a copy of our proposed project and design (if applicable).
___ I have NOT submitted any additional documents or narrative's without the Public Image Committee's request.

QUESTIONS?

Contact Amy Luckiewicz, Public Image Chair at 781.588.0257 or email rotary7930publicimage@yahoo.com

Rotary District 7930
Public Image Mini Grant Application

Please type or print clearly.

Rotary Club Name	Club President	
Club's Public Image Chair	Phone	Email

Briefly describe what the mini grant will be used for. Include information such as your reach, quantity and target. What is the goal of the project? Is it measurable (if applicable)?

Select one or more categories your grant will be used for:

___ club brochure
___ club business cards
___ club clothing or nametags
___ club display (multi-use)
___ club signage direct mail
___ event promotions
___ newspaper advertising
___ professional photography
___ promotional product
___ radio advertising
___ social media advertising
___ television advertising
___ website development
___ other (specify)_____

Amount Requested (not to exceed $250) $_____	Total Project Cost $_____
Vendor Name	Is this vendor a Rotarian? ___ yes ___ no

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 Public Image Committee by December 15, 2015.

_____ Club President's Signature

_____ Date

_____ Club President's Email

_____ Club President's Preferred Phone

Committee Use ONLY

Date Received _____ By whom_____
Approved___ Denied___ Returned for more info___
Notes