



INSTRUCTIONS FOR REQUESTING FUNDS FROM THE ROYAL ROSARIAN FOUNDATION, a 501(c)(3) Organization

Application must be received prior to July 1 to be considered for disbursement after October 1.

If you received Royal Rosarian Foundation funds last year, also complete and submit the Use of Funds Report by July 1.

FUNDING CRITERIA

Requests should refer to one of the following Strategic Objectives of the Royal Rosarian Foundation:

1. To support programs for youth, with preference given to programs that offer educational and personal enrichment to at-risk children.
2. To preserve the history and traditions of the Royal Rosarians, the Portland Rose Festival, the Portland Rose Society and the City of Portland.
3. To promote cultivation of the Rose and its significance to the Royal Rosarians.
4. To inspire the public with a sense of pride in a greater community.

ELIGIBILITY

The geographical area for Foundation Funding is the areas within Multnomah, Clackamas, Washington and Columbia Counties in the State of Oregon, and Clark County in the State of Washington.

Applicants must be public educational institutions or a currently constituted 501(c)(3) organization. Programs or projects of the Royal Rosarians or affiliate organizations that are for public benefit are eligible. Proposals or applications from individuals will not be accepted.

IRS LETTER

If you are a 501(c)(3) organization, please submit a current IRS Determination Letter with the Grant Application Form. An updated Determination Letter can be obtained by calling the IRS Cincinnati Office toll-free at 1-877-829-5500 with your organization's name and EIN.

SUBMISSION FORMAT

Please use the Royal Rosarian Foundation Grant Application Form for request.



GRANT APPLICATION FORM

1. Please review the attached instructions following this form
2. Fill out this form and attach any supplemental information requested
3. Mail completed application to: Royal Rosarian Foundation, P.O. Box 8956, Portland, OR 97207-8956
4. Application is due no later than July 1st of each year

Date:	Name of requesting organization:		
Mailing Address:			
City:	State:	Zip:	Federal ID Number (EIN):
Phone Number:	Fax Number:		
Primary Contact & Phone Number:	Position Title:		
Email:	Website:		
Type of activity to be funded:		Start date for funding:	
Name of overall project:			
Requested amount for this activity:	Total project cost:		
Duration of this activity:	Duration of entire project:		
Which Royal Rosarian Foundation Strategic Objective is relevant to this request?			
What percent of requested funds will go towards your organization overhead?			
Other organizations participating in this activity?			
When was this funding request approved by your organization's governing board?			

Describe the proposed activity to be funded, including goals and objectives, target audience, and manner of execution:

What results or outcomes are expected? How are they evaluated and measured? Expected date of completed evaluation?

Please tell us generally about your organization's history, objectives and recent accomplishments. Feel free to mention setbacks or impediments, and how they were dealt with.

What are your organization's long-term sources/strategies for funding, if any?

Does your organization subscribe in writing to the following Anti-discrimination Policy?

The organization requesting this funding shall not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation or military status in any of its activities or operation. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers, of vendors and provision of services.

Circle one: YES or NO

Submitted by _____ Title _____

Signature _____ Date _____