

Rotary Club of Epping

Application Form for Individual and Group donations

Organisation Name	
Address	
Contact Name	
Address	
Phone Number	
Email	
Position in Organisation	
Amount Requested	
Brief Summary of Project	
What Need is there for the Project? (100 words max)	
How will the Community benefit from this Project? (100 words max)	
How many people will benefit from this Project?	
Does your organisation have relevant policies, insurances and safeguards in place to run this project safely and successfully? YES/NO	

I confirm I am authorised to make this application on behalf of the Organisation and confirm that the information provided in this application is accurate. If any information in this application changes in any way I will promptly inform the Rotary Club of Epping.

Signed:

Dated:

This form should be sent to:

The President
Epping Rotary
[address]

For applications of [£1,000 or more] please also complete the following:

Independent Referee

- 1 We require to contact a person who is not a member of your organisation but who has knowledge of your work. Please obtain your Referee's consent before giving out their details.

Name	
Address	
Telephone Number	
Email	
How is the Referee known to the organisation?	

- 2 You will need to submit the following documents with your application:
 - Copy of Rules, Constitution or Governing Document
 - Latest Annual Accounts
- 3 We may require you to submit a report/case study, or to attend a meeting of Epping Rotary to report on your project to our members