



2021-22 DONATION REQUEST FORM

ORGANIZATION NAME: \_\_\_\_\_

ORGANIZATION ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

What are you requesting? Money? Items?

How will the money or items be used? Explain your project or cause. (Use additional pages if needed)

How many people will benefit?  
How many people will be involved in planning/executing?

By signing this donation application form, you acknowledge that you have read and understood the Donation Guidelines.

Date \_\_\_\_\_ Signature of Contact Person: \_\_\_\_\_



## 2021-22 Donation Guidelines

Donation Requests shall be submitted to:

Johanna R Kirk

Kirk Law Office, LLC

1323 Broadway Street #B200

Superior, WI 54880

[jrk@kirklawsuperior.com](mailto:jrk@kirklawsuperior.com)

Request forms may be mailed or e-mailed. Please include any additional information about your request/project that you think we should have.

Superior Sunrise Centennial Rotary Club (SSCRC) does not guarantee that your application will be approved. Donation Applications are reviewed by the club and decisions are made whether to fund projects/requests based upon the following criteria:

- How closely does the request/project align with Rotary's mission of Service Above Self and its areas of focus?
- How does the request/project impact our community of Superior, WI and Douglas County, WI?
- Is the request/project an opportunity for our club to perform service?
- Is the applicant a not-for-profit organization?
- How credible, reliable, trustworthy is the applicant?
- Is the request/project novel, new, innovative?
- How does the applicant intend to thank or recognize our club's contribution?

Applications that request funds or items exceeding \$1,000.00 will be considered for Rotary District matching grant projects. If it appears that a matching grant may be available, the club will discuss that option with the applicant.

Applicants must be willing to attend at least one club meeting to explain the request/project to our club members.

Timeline for Donation Requests. Once submitted, SSCRC will review the written application. SSCRC will contact the applicant to present the request at a club meeting. After the presentation at a club meeting, SSCRC will determine whether to approve or deny the request within thirty (30) days.