

Rotary Club of Boone

Donation Policies & Guidelines

The Rotary Club of Boone regularly receives requests from organizations and groups asking for financial support for a particular project, activity or program. To assist our club in responding to these requests in a way that is consistent and which reflects the values and priorities of the club, the policies and guidelines listed below will be applied when considering all requests.

Donation Policies

1. Except in extraordinary circumstances, only requests from non-profit organizations will be considered. Organizations are not required to be a 501(c) (3).
2. Requests that benefit large groups of people or the community as a whole will be given priority.
3. The Rotary Club of Boone must see a specific outcome or community benefit resulting from the donation. General operating expenses, personnel expenses or maintenance costs will not be funded.
4. Donations will not be given to individuals except for scholarships or in an extraordinary situation when it is clearly demonstrated that the donation on behalf of an individual will result in a clear benefit to the community.
5. Donations will not be made to activities, programs or projects promoting specific religious or political viewpoints. Rotary does not contribute to political organizations, political fund-raising events or political campaigns.
6. Donation requests will not be accepted for projects, activities or programs that have already taken place or been completed.
7. All donations require approval by the Board of Directors and they have sole discretion to deny or table any application. Donations exceeding \$1,500 are rare and therefore must be approved by the Board and then brought before membership for consideration.
8. Donations are to be expended only for the purpose for which they were intended. Unused funds are to be returned to the Rotary Club of Boone.
9. Applicants must agree to publicize or acknowledge the donation in a way that promotes community awareness of the Rotary Club of Boone.
10. Last but not least, the Rotary Four-Way Test will guide all donation decisions.

Donation Guidelines

- A. The Rotary Club of Boone will work to annually allocate 80 to 90 percent of donated funds to activities, programs or projects that benefit people domestically. Priority will be given to those projects that benefit the community of Boone most meaningfully, benefit the greatest number of people in the community and to those groups with the greatest need.
- B. The Rotary Club of Boone will work to annually allocate 10 to 20 percent of donated funds to activities, programs or projects that will benefit people internationally. Priority will be given to the eradication of polio.
- C. The Rotary Club of Boone will primarily consider making donations to eligible organizations whose project or program will benefit others in the following areas:
 - Education
 - Community Improvement
 - Youth
 - Drug Prevention
 - Health
- D. Projects or programs sponsored by Rotary will be given special consideration. In addition, projects and programs which are consistent with the policies and guidelines listed above, and that also enjoy the involvement of Rotarians, will also be given special consideration.
- E. The Rotary Club of Boone may propose a matching-funds concept to encourage applicants to raise a portion of the money requested themselves.
- F. Each organization must be capable of providing an accurate accounting of the donation provided and the designated project or program for which it was used.
- G. Any group or organization requesting a donation must complete an application and return it to the Rotary Club of Boone. Applications are available on-line (www.boonerotary.com) and should be mailed to P.O. Box 532, Boone, IA 50036. Applications should be submitted a minimum of 90 days before funds are required to allow time for Board consideration. Please plan accordingly.
- H. Donation requests will be considered by the Board of Directors on a quarterly-basis. Applications received by February 15th will be considered at the March meeting. Applications received by May 15th will be considered at the June meeting. Applications received by August 15th will be considered at the September meeting. Applications received by November 15th will be considered at the December meeting.