

The Roothbert Fund, Inc.

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IMPORTANT NOTE: This is a three-page form; all pages must be completed and submitted, or the Fund cannot consider the application.

APPLICATION FOR GRANT FOR FELLOWS' PROJECT

Name _____

Project Title _____

Project Description (one sentence): _____

ABOUT YOU

Name _____ Telephone (with area code) _____

Fax (with area code) _____ E-mail address _____

Address _____

City _____ State/ Zip _____

Your present occupation or activity: _____

What was your field of study while on stipend and where did you study? _____

Educational status: i.e., last degree _____

Earned at _____

ABOUT YOUR PROJECT

Please attach a description of your project in no more than 1,000 words. Be sure to include the background of the project, a clear statement of its purpose, who will benefit from it, what will be gained, how it will affect you and other Roothbert Fellows (if any).

Include in this description the main steps your project will involve, including (as appropriate) planning, fundraising, recruiting or promotion, meetings and publications. Give the dates by which you expect each part to take place and indicate who is responsible for each step.

Most importantly, what will your personal role be in the planning and implementation of the project?

ABOUT YOUR BUDGET

Please provide in Column I information on the total cost of your project and in Column II the amount you are requesting from the Roothbert Fund. Please remember that funds are rarely granted for overseas travel or for the publication of books, journal articles and the like. Funds are never granted for Fellows' "salaries" or cost of living expenses.

BUDGET PROJECTIONS

EXPECTED EXPENSES (please be specific)

	Total Cost	Amount Requested
Payments to people (other than Fellows)*	_____	_____
Facilities	_____	_____
Materials and supplies	_____	_____
Services: printing, design, etc.	_____	_____
Travel/transportation	_____	_____
Communication: postage, telephone, etc.	_____	_____
Other	_____	_____
TOTAL EXPENSES	_____	_____

*Name and position: _____

*Name and position: _____

SOURCES OF FUNDS (please be specific)

If funds are, or are likely to be, available from other sources, please list here:

	Secure	Probable
Other grants	_____	_____
Contributions or fees from those who benefit from the project	_____	_____
Your own funds	_____	_____
Other	_____	_____

TOTAL INCOME, expected
(not counting this grant) _____

AMOUNT REQUESTED FROM THE ROOTHBERT FUND _____

MORE ABOUT YOUR BUDGET

If the Roothbert grant, plus funds known to be available from other sources, still leaves a deficit, how do you plan to secure the additional funds?

What services, facilities, and/or other resources will be contributed, and by whom?

All projects need sponsorship by an institution that is tax-exempt under Section 501 (c)(3) of the Internal Revenue Code. If a grant is made, to what sponsoring organization should the check be made?

EVALUATION

Please describe, if appropriate, the manner in which your project will be evaluated and with whom the results will be shared. What do you expect the long-term impact of the project to be?

Please note that, should your project be funded, within six months of receipt of Fellows' Project funds, the Roothbert Fund will expect to receive a report indicating how the funds were spent and how the goals of the project were achieved. Should the project extend beyond a six-month period, the committee will expect to receive an interim report at the end of the first six months, and a final report at the completion of the project.

APPLICANT'S STATEMENT

I hereby apply for a grant from the Roothbert Fund for the purposes stated above.

Date _____ Signature of applicant _____

Date _____ Signature of applicant _____

Date _____ Signature of applicant _____