



Kiwanis Club of Roanoke, VA, Inc.
Chartered January 28, 1920
P. O. Box 19313
Roanoke, VA 24019-1032

June 30, 2024

Dear Non-Profit Organization Leader:

The Kiwanis Club of Roanoke is interested in funding eligible worthy projects in the Greater Roanoke Valley that support our mission of serving the children, elderly, and disadvantaged in our community during our October 1, 2024 - September 30, 2024 fiscal year. We will also assist organizations promoting the environment and conserving our Valley's natural resources. We will strongly consider those projects where our Club's members can get involved and invest their time, talents, and sweat equity. If you have a project meeting these criteria, you are invited to apply for a grant.

To be considered, submit the attached Request For Proposal form along with the requested supporting documents by August 15, 2024. The form must be signed by your Chief Executive Officer or President of the organization **and** by a sponsoring member of *The Kiwanis Club of Roanoke* who is also a member of your staff, board, or otherwise involved in your organization. Please note that we will be asking the Kiwanian who endorses the application to coordinate our Club's involvement in the 'sweat equity' component of your project. Any application that is missing a sponsor signature will be automatically disqualified. Proposals will be evaluated to determine how they meet the needs of our community. We will not approve requests for capital or regular operating funds; we want to assist with clearly defined projects that will help achieve your organization's mission and goals. Typical grants range from \$500 to \$5,000.

If you have received funds from us during the past fiscal year, clearly answer the question regarding your organization's specific use of the Kiwanis Club grant money during the past year. **This requirement will be an essential consideration when funding your future projects.**

Thank you for helping *The Kiwanis Club of Roanoke* extend support to those in need in our community.

Sincerely,

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