



Lucketts Ruritan
Community Development Grant Program

*The Lucketts Ruritan Club
Community Grant Program
provides funding to promote
initiatives within the
Lucketts area that enhance
life in Lucketts.*



Updated May 2022



Lucketts Ruritan Club

Community people serving community needs



Lucketts Ruritan **Community Development Grant Program**

Lucketts Ruritan Club Mission

The mission of the Lucketts Ruritan Club is to make Lucketts a better place to live through fellowship, goodwill, and community service. We are part of the Ruritan National organization with clubs across the country. We are a philanthropic organization and not politically or religiously affiliated. Since our founding in 1979, the Club has raised and donated hundreds of thousands of dollars to schools, scouts, youth groups, churches, scholarships, community centers, non-profit organizations, and direct giving to those in need in Lucketts. To further this mission, the club has established two Grant programs. One focuses on [Youth Development](#), the other on [Community Development](#).

Purpose

The purpose of our “Community Development Grant Program” is to promote projects and activities that build a sense of shared community for people who live in Lucketts. Through collaboration with local individuals and organizations, the Ruritan Club seeks to promote activities that build fellowship, community service, and good will and enhance the enjoyment of living in Lucketts.

Eligibility

Individuals and organizations from within or outside the Lucketts area can apply with a proposal that explains how their project can directly impact the health, welfare, and enjoyment of the Lucketts community. Examples of activities eligible to receive grants include educational and cultural activities, local health and welfare projects, local historic and environmental preservation programs, and community outreach by our local churches. See ‘Grant Making Priorities’ below. Monies granted through this program must directly impact people who live in Lucketts as defined here: The Lucketts area is defined as north of Tutt Lane on the south, west of the Potomac River and east of Catoctin Ridge, or “*from the split to the bridge and the river to the ridge*”.

Grant Making Priorities

- Focus on activities that benefit all or a large segment of the Lucketts community
- Activities to bring families together with other Lucketts families
- Educational and cultural projects, events, or activities
- Projects that use additional resources such as volunteer time, in-kind gifts, or supplies
- Projects that include collaboration with other groups
- Self-help, local initiatives, creative new areas to improve the community
- Sports, physical activities, and family entertainment programs

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Grant Application Instructions

Applicant: *Please read these instructions carefully and complete as much of the application as possible. If some items are not applicable to your organization, enter "N/A." Fill out as much as you can, submit as directed below, and we will contact you if we need more information. If you have any questions about the application or need help filling it out, contact us at the email address below.*

This Application is in Four Parts:

- Part 1 Organizational Information
- Part 2 Proposed Project
- Part 3 Proposed Budget
- Part 4 Terms of Grant Award

How to Complete and Submit an Application:

1. Fill in this application.
2. All applications must be submitted via email to: ruritan.grant@gmail.com

When to Apply:

Applications can be submitted at any time.

Awards:

Decisions will be made within 60 days of receipt of application.

Terms of Grant Award:

If an award is granted, we require the recipient to sign an agreement with the Lucketts Ruritan Club to receive the grant funds. This agreement outlines the requirements of receipt of the grant and includes the start and completion dates and any benchmarks to show progress. We require recipients to submit a final report that provides information on outcomes of their annual operations or the funded project or program.

Contact Information:

Tom Small, Chairman, Grants Committee, Lucketts Ruritan Club, ruritan.grant@gmail.com



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Part 1 | Organizational Information

date of submission

name of organization

organization contact name and title

organization mailing address

state

zip

contact email address

phone

organization web address

EIN# / federal tax number (if applicable)

your organization's mission statement

amount requested

name or title of your project

summary of your proposed project (25 word maximum)

project start date

project end date

current year total operating budget

fiscal year

start fiscal year

end year of

last financial audit

number of board members

schedule of your board members

describe the overall impact of your organization

describe significant projects, recognition, and awards

signature

date



Part 2 | Proposed Project

What need(s) does your project address?

How will your project uniquely address this need? Where will the project take place? How many will be involved in the project? What are their roles? Do you have any experience with this or similar projects?

Provide a timeline, including the various steps or benchmarks needed to accomplish your project.

Provide estimated number of Lucketts citizens who will benefit from this program

List three specific and measurable goals / objectives to be achieved in this project and methods to verify expected outcomes.

Describe key persons who will implement proposed project and their qualifications.



Part 2 (continued) | Proposed project

Name partners, collaborators, and number of volunteers anticipated for this project.

Please attach letter of support related to this project from partner organization, if applicable.

Do you plan to seek matching funds from any other organization for this project? If yes, from whom and when will you know if you receive an award?

What other funds and amounts have you received to fund this project?

How will you sustain this project at the end of the funding?

If full funding is not granted, will you still pursue this project? If yes, what is the minimum amount required?



Part 3 | Proposed Budget

Provide a narrative to explain your budget and detail other sources of funding.



Part 4 | Terms of Grant Award

Final Instructions for Grant Applicants

If an award is granted, we require grant recipients to sign an agreement with the Lucketts Ruritan Club to receive the grant funds. This agreement, or Memorandum of Understanding (MOU), outlines the requirements for receiving the grant award.

Funding Term and Disbursement

The term of funding shall begin and terminate on dates identified in the submitted plan.

Tracking of Expenditures and Use of Funds

The organization shall account for all expenditures made from the awarded funding on the Expenditures portion of the final report.

Reporting Requirements

We require recipients to submit a final report that provides information on expenditures and the status of the organization in meeting the performance measures identified in the Grant application. Interim status reports may be required, depending on the scope of the project.