

## APPLICATION FOR SERVICE PROJECT FUNDS



Zonta International is a global organization of executives and professionals working together to advance the status of women at the global and local level through service and advocacy. The Zonta Club of Springfield seeks to financially support the efforts of organizations located in the Greater Springfield area and the surrounding community. The focus of this application is to identify and consider awarding support to local service projects whose function and outcomes are in alignment with the Zonta International mission. All applications will be subject to review by the Zonta Club of Springfield Service Committee. If your application is approved by the Service Committee, it will be presented to the Zonta Club of Springfield full membership for final approval during the next regularly scheduled business meeting. All applications should be received no later than January 15, 2021. Decisions will be made in early March and recipients will be notified by the end of April.

The decision made by the Zonta Club of Springfield full membership is final. Any information submitted to the Zonta Club of Springfield will be confidential and not shared with any other organization or entity outside of the Zonta Club of Springfield and the Zonta International Organization.

### Instructions:

1. Please complete the application in full in order to facilitate full review.
2. If the contact information for the person completing this application is different than that for the organization, please clearly indicate.
3. Use reverse side of document or extend pages as needed.
4. A maximum of three (3) documents/attachment of supportive information will be accepted as part of this application (e.g. brochure, press release, annual report)
5. Submit the completed application:  
Either email [Zontclubofspringfield@gmail.com](mailto:Zontclubofspringfield@gmail.com)  
or mail to Zonta Club of Springfield, PO Box 80955, Springfield MA 01138-0955

### ORGANIZATION INFORMATION:

Name of Organization: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
Street /Mailing City State Zip

Contact person for this application: \_\_\_\_\_

Telephone Number \_\_\_\_\_ E-mail: \_\_\_\_\_

### FUNDING REQUEST:

Amount requested (USD): \_\_\_\_\_ Payable to: \_\_\_\_\_

**DESCRIPTION OF THE ORGANIZATION:** *(Include but not limited to - mission, vision, population served, service purpose)*

**PROJECT SUMMARY:** *(Include but not limited to - identify funding needs, outline use of awarded funds, identify the population/activity who will receive direct benefit from the awarded funds, identify the time frame of funding use)*

**DISCUSS THE REASON WHY YOUR ORGANIZATION CHOSE TO APPLY TO THE ZONTA CLUB OF SPRINGFIELD FOR FUNDING.** *(Please include any specific or previous affiliation with the Zonta Club of Springfield or Zonta International.)*

---

Service Committee Response:

Date received: \_\_\_\_\_ Date reviewed by committee: \_\_\_\_\_ Outcome: \_\_\_\_\_

Date reviewed by membership: \_\_\_\_\_ Outcome: \_\_\_\_\_

Action taken (check requested, hours scheduled, contact person notified, etc.)