



**ZONTA**  
CLUB OF  
BLACK HILLS  
MEMBER OF ZONTA INTERNATIONAL  
EMPOWERING WOMEN  
THROUGH SERVICE & ADVOCACY

November 8, 2018

**RE: Application for Service Grant**

The Zonta Club of the Black Hills annually sponsors the Zonta EXPO. This year the EXPO was held on Thursday, October 4<sup>th</sup> at the Rushmore Plaza Civic Center in Rapid City. We distribute money generated by the EXPO to selected groups and projects that advance the status of women.

Our procedure is to accept applications for funds, which are then reviewed by our UN/Service Committee. A decision on the distribution of funds will be made no later than February 15, 2019. Granted funds will be distributed on **Thursday, March 14, 2019 at our Annual Awards Luncheon**. Please plan on attending the luncheon should your project be selected. More details will be provided closer to the day.

Listed below are criteria the UN/Service Committee considers when determining which projects to fund. **Your organization MUST provide proof of your 501(c)3 status as a non-profit organization to qualify for review.**

**CRITERIA FOR CONSIDERATION OF PROJECT APPROVAL**

Priority is given to projects that advance the economic, political, educational, health and professional status of women.

1. Whether this is an established project or a new project.
  - a. When describing your project, please be **VERY** specific on how the funds will be used within your overall program.
  - b. Zonta Club of the Black Hills takes no political stance.
2. Number of people the project helps.
3. Diversity in the targeted group to be assisted by the project.
4. Consideration of current programs and activities.
5. Recognition given to Zonta for the contribution.
6. **IMPORTANT:** If applicable, the results of your final report from 2017-2018 award. If you have received funding in previous years and do not provide a final report, the application will be disqualified. **This requirement will be strictly adhered to this year so please take the time to complete your application.**

The enclosed application must be completed and the original e-mailed no later than 11:59PM, Friday, December 7, 2018. Additionally, 6 printed copies of the complete application must be postmarked no later than Friday, December 7, 2018 and mailed to:

**Zonta Club of the Black Hills  
Attn.: UN/Service Committee  
P.O. Box 8163  
Rapid City, SD 57709-8163**

**E-mail Grant Applications in a PDF format to: [robin.albers@heart.org](mailto:robin.albers@heart.org)**

**Applications submitted after Friday, December 7, 2018 date will not qualify for review.**

If you have any questions, please contact Robin Albers at 605.484.1853 or [robin.albers@heart.org](mailto:robin.albers@heart.org). We appreciate all the work you do in the community and look forward to reviewing your project.

Sincerely,

Robin Albers  
*UN/Service Committee Chair*