



## APPLICATION FORM

# ROTARY COTTON ON YOUTH FUND

### About

The Rotary Cotton On Youth Fund was established to support youth projects that create positive and measurable change in the lives of young men and women in Singapore or a country in the ASEAN region.

### Eligibility

As long as the project benefits young men and women aged between 10 and 30 years, applicants may apply legally registered, non-profit, non-government organisations, and educational institutions. Projects must be implemented in Singapore or a country in the ASEAN region.

### Guidelines

1. Please complete the application form in Block letters.
2. All sections are compulsory unless otherwise stated.
3. Applicants must respect the following procedures when filling in the application online for their application to be accepted.
4. Submit the grant application form with all necessary supporting documents to the Foundation of Rotary Clubs Singapore at least 6 weeks before the programme/project commencement date.
5. Project should benefit youths aged between 10 to 30 years old in Singapore or a country in the ASEAN region.
6. Applicant/s must provide evidence of a needs assessment, its involvement and ownership of the project.
7. Project should be legal and not have any inflammatory or discriminatory religious or racial elements, advance a partisan political agenda, or be contrary to the interest of the community and society at large.
8. Project should benefit the youth community as a whole and not one single individual or family unit.
9. Project should meet a critical service gap or emerging need.
10. Impact of project should be significant and measurable.
11. Projects that benefit commercial organisations or bodies established for profit-making purposes will not be approved.
12. The applicant/s should outline how the project will support youth's participation in the planning and delivery of the project.
13. Applicant/s should list the key roles or activities that youths will undertake to support the successful delivery of the project.
14. All projects funded must be completed within 12 months of notification of funding approval.
15. Approved projects will be funded up to a maximum of \$10,000 per project. Additional funding of up to \$5,000 can be applied for on a co-funding basis.
16. Total funding of any projects shall not exceed 90% of project cost.
17. If applicable, applicant/s should list the key partners that will support the implementation of the project (including schools, health services, councils, non-profit organisations and businesses). Describe the role that each of these partners will play in the project.
18. Whenever possible, applicant/s should provide evidence of project merits with statistics, data, research and consultation with youths.
19. Please submit the completed application with all necessary supporting documents to:  
**Chairperson, Rotary Cotton On Youth Fund, Foundation of Rotary Clubs (Singapore) Ltd, 133 New Bridge Road #04-03 Chinatown Point (Mall) Singapore 059413**



<b>Applicant</b>	Please type your responses into the boxes below. Click on "save" upon completion.
Name as in NRIC/Passport (underline surname)	
Title (Mr/Ms/Mrs/Mdm/Dr/Prof)	
NRIC/Passport No.	
Nationality	
Date of Birth (DD/MM/YYYY)	
Age	
Gender (Male/Female)	
Occupation	
Address	
Telephone (Work)	
Telephone (Mobile)	
Email	
<b>Organisation</b>	
Organisation Name	
Address	
Year of Formation/Registration	
Unique Entity Number	
Contact Person (if different from above)	
<b>Bank Details For Disbursements</b>	
Bank Name	



Branch Name	
Account Number	
Name of Account Holder	
Relationship to Account Holder (if account does not belong to Applicant)	
<b>Project Details</b>	
Name of Project	
Start Date	
Duration	
Venue/s	
Amount Requested	
No. of People in Organising Committee	
No. of Volunteers	
No. of Spectators (if anticipated)	
No. of Youth Participants	
No. of Beneficiaries	
Project Category (Arts, Culture & Heritage/Community Service/Mentoring/Research/Technology & Knowledge Transfer/Social Enterprise/Education/Environment/Health/Leadership/Sports/Special needs/Others) Define if "Others."	
Project Description	



<p>Project Objectives</p>	



<p>Why is there a need for this project? (Please highlight to us which emerging need or gap would your project meet and how does it fulfill it?)</p>	
<p>What is the potential impact of your project and whether there are plans to scale up the impact? (Explain)</p>	
<p>Please state partners/sponsors (if any) including their roles in this project.</p>	
<p><b>Key Questions</b></p>	
<p>Does this project help youth? That's young people or children in need (Weightage: 12.5%)</p>	



Who will run the project? Is the expertise of Cotton On and/or Rotary required? (Weightage: 12.5%)	
How will the money be spent and monitored? (Weightage 12.5%)	
Is the project sustainable (economically and environmentally)? (Weightage: 12.5%)	
Is the project challenging? (Weightage: 12.5%)	
Will the community embrace this challenge? (Weightage: 12.5%)	
Will this project create future benefit? (Weightage: 12.5%)	
Is this project exciting and driven with enthusiasm? (Weightage: 12.5%)	



<b>Endorsement by Head of Organisation</b>	
Name of Authorised Official	
Title (Mr/Ms/Mrs/Mdm/Dr/Prof)	
Designation	
Telephone (Work)	
Email	
Signature	
Official Stamp	
<b>Endorsement by Partner Organisation (if any)</b>	
Name of Authorised Official	
Title (Mr/Ms/Mrs/Mdm/Dr/Prof)	
Designation	
Telephone (Work)	
Email	
Signature	
Official Stamp	
<b>Parent/Guardian/Teacher (to be completed only if applicant is under 21 years old)</b>	<p>I hereby certify that the information given by the applicant is true and correct and I agree to abide by all the terms and conditions on funding(s)/grant(s). I understand that the application will be decided at the sole discretion of the Rotary Cotton On Fund, and that its decision is final. The Rotary Cotton On Fund shall reserve the right to review, reduce, suspend, terminate or withdraw the assistance in accordance with the stated terms and condition. The Rotary Cotton On Fund reserves the right to act on the breach of its terms and conditions at any point in time.</p>



Name as in NRIC	
NRIC No.	
Date	
Signature	
<b>Declaration of Interest</b>	<b>I would like to declare the following existing/potential conflict of interest situation in relation to this application</b>
Persons/companies/organisations which I have official dealings and/or private interests (NIL if not applicable)	
Brief description of the conflict arising from my association listed above (NIL if not applicable)	
<b>Applicant Declaration &amp; Acceptance</b>	<b>I hereby certify that the information given is to the best of my knowledge and I agree to abide by all the terms and conditions of the Rotary Cotton On Youth Fund. I understand that the application will be decided at the sole discretion of Rotary Cotton On Youth Fund. I also understand that Rotary Cotton On Youth Fund has the right to reject my application should the information I submit be incomplete and/or inaccurate. The Rotary Cotton On Youth Fund shall reserve the right to review, reduce, suspend, terminate or withdraw the assistance in accordance with the stated terms and conditions. Rotary Cotton On Youth Fund reserves the right to act on the breach of its terms and conditions at any point in time. Any decision undertaken by Rotary Cotton On Youth Fund is final.</b>
Name	
Signature	
Date	
<b>For Official Use</b>	<b>Please do not write below this line.</b>
Date Received	
Date Approved/Declined* by Board of Trustees	
Date Notification Sent Out	
Date Disbursements Made	
Awarded Score	