

Tukwila Rotary Procedure to Request Donations

1. Submit application letter including:
 - Organization Name
 - Contact information
 - Organization Mission and recent activities
 - Type of Project for which funding is requested
 - Location of project
 - Project beginning and end dates
 - Total cost of project
 - Amount of request to Tukwila Rotary (typically a few hundred to \$1,000)
 - Sources and amounts of other funding raised for this project

2. Requests accepted quarterly
 - August 31
 - November 30
 - February 28
 - May 31

3. Requests processed ASAP upon receipt of completed application letter. Upon approval by the Club, we will do our best to grant funds within 60 days of request.

SEND YOUR LETTER OF REQUEST TO:

Rotary Club of Tukwila
P.O. Box 58471
Tukwila, WA 98188

Or send an email request to our President.