



Tips for Submitting a Welfare Grant Request Form

- 1) Fill out the form as completely as possible. If asking for specific items, please include invoices or purchase orders for requested items.
- 2) Some items the RSC considers in the request:
 - a. How will the money benefit the community?
 - b. Is the request a necessity or nicety?
 - c. What are the long-term benefits of this donation?
 - d. Has the requesting organization made an effort to raise funds on its own?
 - e. How many people will benefit from this donation?
 - f. Will this donation represent the sole source for an organization's operating budget?
 - g. Have funds been received from other organizations?
- 3) The RSC typically does not pay for costs associated with food, beverages, or door prizes.
- 4) Requests from teachers must be signed by the Principal and a request for money from the corresponding PTA/PTO must have been made (state in request).
- 5) Requests for Boy Scouts and Girl Scouts must be signed by the Troop Leader.
- 6) Email additional questions to: Grants@RobinsSpousesClub.org