



**Ronald McDonald House Charities of  
Greater Cincinnati  
Grantmaking Program  
Application**

*(This form may be reproduced on the organization's computer or downloaded at [www.rmhcincinnati.org](http://www.rmhcincinnati.org).)*

Please make sure you have read and understand all information contained in the grants brochure and the application. Incomplete grant requests or requests that do not fall within our funding guidelines will not be considered.

Check list:

- Cover letter on organization's letterhead briefly outlining proposal and signed by Executive Director or Board President
- Completed application
- IRS 501(c)(3) determination letter
- Detailed project budget, itemizing how RMHC funds will be used
- Current year financial statement including income statement, organizational budget and balance sheet
- Past donors over the last 12 months
- Current Board of Directors listing
- McDonald's representative's endorsement (if applicable)
- Seven unbound copies of completed application with attachments
- This check list *(please include)*

Has this organization received funding from Ronald McDonald House Charities of Greater Cincinnati before? If yes, please indicate exact date funding was granted and dollar amount.



Date: \_\_\_\_\_ Amount: \_\_\_\_\_  
Project: \_\_\_\_\_



## GRANT SUMMARY

Organization Name: \_\_\_\_\_

Name & Title of Senior Official: \_\_\_\_\_

Project Title: \_\_\_\_\_

Address: \_\_\_\_\_

City, State Zip \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

(1) Area of Concentration:

\_\_\_\_\_ Arts and Culture      \_\_\_\_\_ Health and Safety

\_\_\_\_\_ Education      \_\_\_\_\_ Civic and Social Services

(2) Specific Amount Requested: \$ \_\_\_\_\_

(3) Funding is needed by: *(date)* \_\_\_\_\_

(4) How did you hear about Ronald McDonald House Charities' grants program?

(5) Are you currently working with a McDonald's representative?

Yes                      No

If yes, please answer the following items:

- a) McDonald's Contact:
- b) Telephone #:
- c) To what extent have you worked with the McDonald's representative?
- d) Have you ever received monies from a McDonald's representative?
- e) If yes, please name:



(6) Demographics: Please include the approximate demographics of children who will be served by this project. **Note: We must have this information.**

\_\_\_\_\_ % Caucasian

\_\_\_\_\_ % Native American

\_\_\_\_\_ % African- American

\_\_\_\_\_ % Hispanic-American

\_\_\_\_\_ % Appalachian

\_\_\_\_\_ % Asian-American/Pacific Islander

\_\_\_\_\_ % Other

How many children will be served by this project? \_\_\_\_\_

Age Range: \_\_\_\_\_

Counties Served: \_\_\_\_\_



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**I. History**

Please provide a brief history of the organization, including the mission statement.

**II. Target Population**

Summarize the target audience in measurable terms. Identify the primary audience, the total number of individuals who will be served by the program, the age of the audience, where the program will be offered, the geographical range of the organization and the number (with percentages) of individuals in specific ethnic groups.

**Example:** 125 physically challenged children, ages 6-12, will be served by this program at the county parks. These children are from the Greater Cincinnati area and represent a population which is 60% white, 30% African American, 8% Asian and 2% Pacific Islander.

**III. Summary of Grant Proposal**

Provide a concise description of the need or problem to be addressed including the following information:

- The overall goals and purpose of the organization
- The specific purpose of the funds requested
- How the objectives will be accomplished
- Estimated timeline (i.e. when the project will be implemented and completed)
- What is unique about the program

**IV. Budget**

**Ronald McDonald House Charities of Greater Cincinnati can only consider grant requests of \$5,000 or less.**

Specific amount requested from RMHC: \$ \_\_\_\_\_



- Itemized budget for this specific project (or program).

**Necessary Attachments:**

- Proof of current 501 (c)(3) status
- An itemized budget for this project (or program) indicating the specific amounts and items that RMHC is being asked to fund and which also shows current sources of income and expenses for this project (or program) Please include copies of estimates, if available.
- A budget, income statement and balance sheet from your organization for the past year.

**Please note: If an itemized budget is not included with your proposal indicating what amounts and items RMHC is being asked to fund, or if the funds requested are for any of the following, your request for funding will not be processed.**

Ronald McDonald House Charities of Greater Cincinnati does **NOT** fund:

- **Partisan, political, denominational or faith-based initiatives** (RMHC can fund a religious organization's non-religious requests but cannot fund anything *directly* religious. For example, RMHC can pay for St. Xavier High School to buy textbooks, but cannot fund the purchase of bibles.)
- Salaries** (RMHC can fund an outside consultant or artist to present/speak, but cannot fund any permanent staff of an organization. For example, RMHC can fund a person's one-time fee to come teach a class, or give a performance to children, but cannot fund a permanent or temporary staff position.)
- Travel expenses** (RMHC can fund the transportation of a child to and/or from a site but cannot fund the transportation of staff members.)
- Scholarships or funding to individuals**
- Intermediary funding agencies**
- General and administrative (i.e. operating) costs;**
- Advertising or fundraising drives;**
- Capital or endowment campaigns;**
- Requests that do not follow the outlined process;**
- Organizations which have been funded within two calendar years of current request.**



## V. Evaluation

Describe how the organization will determine the success of the funded project. Include measurable outcomes as to how the organization will assess effectiveness. Submit a copy of any measurement tools (surveys, checklists, etc). **Examples:**

- 1) Three hundred students will participate in the summer math tutoring program. Attendance rate will be 90%. A school official will provide a checklist and/or letter as to the program effectiveness of the organization's summer tutorial program.
- 2) Participants will submit a parent response scale to measure program effectiveness. An average of 4 on a 5 point scale will indicate success of the program.

## VI. Recognition

How does your organization plan to recognize Ronald McDonald House Charities as a funder of this project?

## VII. Organizations must submit the RMHC checklist and seven (7) unbound copies of all the information requested on the checklist.

Please return the application to the following address:

Attn: Grants Committee  
Ronald McDonald House Charities  
350 Erkenbrecher Ave.  
Cincinnati, OH 45229

## VIII. Within one year of funding, the organization must submit written results of their project (pictures also welcome) as well as evidence of grant spending. (See Grant Evaluation form)



## **Grant Evaluation Form**

This report must be submitted no later than one year from receipt of the grant. Failure to complete this report will result in exclusion from additional funds in the future.

- 1. Has the need you identified been met or the problem solved? Please include information about the project (number served, new programs or opportunities, etc.)**
- 2. Has the project been modified since the proposal was submitted to RMHC? If so, in what way?**
- 3. What have been your methods of evaluating the success of this project? What are your measurable results?**
- 4. What was the impact of the project on your organization and on those it was designed to serve? Has the project led to development of similar projects in other organizations?**
- 5. Include a financial reporting of the grant expenditures.**
- 6. How did this grant make a difference in the lives of children?**

(Any photographic documentation of your project is also welcomed.)

