**ZONTA CLUB OF EVERETT – COMMUNITY SERVICE PROGRAM**

**REQUEST FOR PROPOSAL**

**Zonta Mission Statement:** Zonta International is a leading global organization of professionals empowering women worldwide through service and advocacy. Since 1919, Zonta members have worked to improve the legislative, political, economic, educational, health and professional status of women; one woman at a time; one community at a time.

*Zonta envisions a world in which women’s rights are human rights and every woman is able to achieve her full potential. In such a world, women have access to all resources and are represented in decision making positions on an equal basis with men. In such a world no woman lives in fear of violence.*

**Since 1929 Zonta Club of Everett Foundation** has provided assistance to non-profit organizations serving the citizens of Snohomish County using proceeds from the club’s fund raising activities. The focus of our organization is to fund opportunities for women to develop new skills and gain economic security. In an effort to achieve that goal, each year the Zonta Club of Everett awards grants to non-profit organizations whose programs align with Zonta’s mission.

**Non-profit organizations have the opportunity to be elected to receive funding and/or obtain assistance in two ways**:

* Direct financial support for a program.
* Assistance through our hands-on program, in which we provide volunteers to work on projects such as painting, gardening or staffing an event.

**WHO MAY APPLY:** Non-profitorganizations whose application is evaluated for their program/services’ relevance to Zonta’s mission statement, and for the value of impact on women in Snohomish County. Agencies may apply for grants once a year even if they received funding in the last calendar year.

**APPLICATION**: Proposals must be received on the Zonta Club of Everett application form ([www.zontaeverett.org/forms](http://www.zontaeverett.org/forms)). Requests may be made by emailing marilyn@jmarsh.com or by mail to Zonta Club of Everett, P.O. Box 5204, Everett, WA 98206, USA.

**PROPOSALS DUE**: Proposals must be received by Tues. **Dec. 20th, 2016** for consideration in the 2017 year. Submitting your proposal prior to the deadline allows us to contact you should we have questions or need additional information before the review process. Send electronic applications to marilyn@jmarsh.com, or by mail to Marilyn Marsh, Service Committee, Zonta Club of Everett Foundation, P.O. Box 5204, Everett, WA 98206, USA.

**REVIEW PROCESS:** Applications will be reviewed by the Service Committee, submitted to the membership for final approval, and results announced in January, 2017.

**TO BE CONSIDERED FOR FUNDING YOU MUST:**

* **Complete an Application for Funding**
* **Submit a copy of your 501 C 3**
* **Submit a copy of your agency mission statement**
* **Complete the Zonta Commitment form**

**IF YOU ARE SELECTED you will be asked to:**

* Send a representative to speak about your program at a club meeting.
* Assist in promoting Zonta fund raisers to co-workers and members of the community.

**The deadline for documents to be mailed to Zonta Club of Everett Foundation is no later than Tuesday, December 20th. WORD is the preferred format.**

**RETURN APPLICATION TO:**

**Zonta Club of Everett Foundation,**

 **ATTN Service Committee,**

**P.O. Box 5204,**

**Everett, WA 98206-5204**

**Or e-mail to** **marilyn@jmarsh.com**

We look forward to receiving your application.

Respectfully,

Marilyn Marsh, Chair, Service Committee (marilyn@jmarsh.com)

Zonta Club of Everett

(enclosures)