

Advancing the Status of Women Worldwide

Founded in 1919, Zonta International is a global organization of executives and professionals working together to advance the status of women worldwide through service and advocacy. With more than 30,000 members belonging to 1,200 Zonta Clubs in 63 countries and geographic areas, Zontians all over the world volunteer their time, talents and support to local and international service projects, as well as scholarship programs aimed at fulfilling Zonta's mission and objectives.

The Zonta Club of Bonita Springs, Inc. is a 501(c)(3) non-profit service organization of women in business and the professions striving to enhance the quality of life for women in the Bonita/Estero community. Grants to non-profit organizations and scholarship awards within our area now total more than \$100,000 since the Club was chartered in 1994.

MISSION AND VISION

Zontians seek:

- To improve the legal, political, economic, educational, health and professional status of women at the global and local level through service and advocacy.
- To work for the advancement of understanding, goodwill and peace through a world fellowship of executives in business and the professions.
- To promote justice and universal respect for human rights and fundamental freedoms.
- To be united internationally to foster high ethical standards, to implement service programs, and to provide mutual support and fellowship for members who serve their communities, their nations and the world.

Zonta International, its Districts and its Clubs are nonsectarian and nonpartisan.

SERVICE HOUR GRANTMAKING PRIORITIES

The Zonta Club of Bonita Springs provides volunteer hours to agencies and non-profits within our service area that address the needs of women, which include:

- Education - To enhance efforts to provide primary and secondary education and Employment training opportunities.
- Health - To help meet basic medical, dental, and mental health needs.
- Human Services – To help meet the needs of women's families.
- Community Development – To encourage access to and use of Community Resources.

ELIGIBILITY

- Non-profit Organizations exempt from Federal Income taxes under Section 501(c)(3) of the Internal Revenue Code and units of Government are eligible. ((c)4 and (c)6 agencies are ineligible.)
- Applicants must be located within and primarily serving residents of the greater Bonita Springs/Estero area of Lee County. (NOTE – Agencies located in Collier County must also serve residents in Lee County in order to be eligible.)
- If Applicants employ staff, and/or elect a governing Board, they must do so without discrimination, on the basis of religion, gender, sexual orientation age, national origin or disability.

LIMITATIONS

The Zonta Club of Bonita Springs generally does not consider service hour grants for projects whose objectives are the following;

- Sectarian purposes (i.e. Programs that promote or require a religious affiliation)
- Debt retirement
- Monetary awards
- Professional Conferences, sports team travel, class trips, etc.
- Individuals
- Fraternal Organizations, societies, etc.
- Political Organizations or feasibility studies
- Research

- Re-Granting

APPLICATION PROCESS

Applicants are encouraged to contact the Chair of the Service Committee to determine if the proposed Program/Project is consistent with the goals and interests of the Zonta Club of Bonita Springs. All proposals will be reviewed for eligibility and compliance. The Committee may request additional information if needed. A summary of each proposal, along with Committee recommendations (where applicable) is then forwarded to the Zonta Club of Bonita Springs' Board of Directors for final approval. Applicants are notified of a service hour award or denial by letter within a week of the Board meeting. Inquiries regarding the final status of an application may be made after this.

APPLICATION REVIEW CRITERIA

Consideration is given to the following in determining the priority of an application for volunteers and service hours:

- Degree of potential benefit to the Community.
- Programs for new ventures, one-time projects and innovative responses to Community needs, while not duplicating other efforts.
- The capacity of the Organization to achieve the Program/Project expected results.
- The degree to which the Organization uses measurable outcomes to evaluate the Program/Project.

APPLICATION INSTRUCTIONS

The following forms are requested:

- Organizations applying for Service Hours and Volunteers must use the attached application form.
- A copy of your 501(c)(3) Letter of Determination
- A Copy of your Operating Budget
- A copy of your Financial Statement
- An Organizational Chart.

Make sure all copies are clearly legible and use standard size type (10 – 12 points).

PUBLIC ACKNOWLEDGEMENT POLICY

The Zonta Club of Bonita Springs requests acknowledgement of our participation in publications, press releases, brochures, videotapes and other publicity or public relations materials and presentations.

EVALUATION

The Zonta Club of Bonita Springs is interested in the impact of its grants for service hours and volunteers on area non-profit Organizations and the Community. All grant recipients are required to provide the Zonta Club of Bonita Springs with an **AGENCY VOLUNTEER FINAL REPORT FORM**. This form is included with this application. Please fill in the required information and return it to the Service Committee within a reasonable amount of time after the occurrence of the event.

VOLUNTEER REQUEST

The undersigned acknowledges the information contained in this Application and supporting documents is true to the best knowledge of the undersigned.

Name of Executive Director _____
(Please Print)

Signature of Executive Director _____

Date _____

ORGANIZATION INFORMATION

Organization Name _____

Headquarters Address _____

Telephone _____ Fax _____

E-mail _____

Web Site _____

PROJECT/PROGRAM INFORMATION

Program/Project Contact Person _____

Telephone _____ Fax _____

E-mail _____

Objectives of Project _____

Dates and Time of Project/Program _____

of Volunteers provided by Organization _____

of Volunteers Requested _____

Hours and Responsibilities of Volunteer _____

Can Volunteers Report in Shifts? _____ Yes _____ No

Communities to be served by Project _____

Number of Years Organization has been involved in Program/Project _____

Please submit completed Application to:

Ann Musselman
Chair of Service Committee
Zonta of Bonita Springs, Inc.
9931 Alabama Street
Bonita Springs, FL 34145

Questions: Phone – 239-297-2926

Email- ann@golfexpress.org

AGENCY VOLUNTEER FINAL REPORT FORM

ORGANIZATION INFORMATION

Agency Name _____

Address _____

Telephone _____

Contact Person _____

PROJECT INFORMATION

Project Name _____

Date(s) of Project _____

Please answer the following questions on a separate page. If not applicable, please explain.

1. Has the Project attracted additional support in the form of people, money, goods, services or publicity, if so, please describe.
2. What impact did this Project have on your organization and the Community?
3. How many were served by the Project?
4. Did this Project meet, exceed, fall short or vary in any way from your initial expectations?
5. Where there unexpected outcomes? Please describe.
6. What is your vision for this Project? If applicable, include plans for on-going expansion, replication or termination.

Signature Date

Please return to:

Ann Musselman
Chair of Service Committee
Zonta of Bonita Springs, Inc.
9931 Alabama Street
Bonita Springs, FL 34145