

Le Tour de Vin

A celebration of generosity, wine and food

Cross Timbers Rotary \* LEGACY ROTARY \* norman Rotary \* Sooner Rotary

**History of Le Tour De Vin**

**Background**

In 2003, Cross Timbers Rotary club introduced Le Tour de Vin as a new and exciting way to raise funds for community and other Rotary service projects. 2008 marked the first time Sooner and Norman Rotary clubs joined Cross Timbers to expand its success, and newly-formed Legacy Rotary club joined the collaboration in 2018. The evening features fine wine and whiskey-tasting, music, silent and live auctions, and  hor d'oeuvres from Norman restaurants. Over the years, money raised has supported projects for local charities including Red Cross, Bridges, Mary Abbott House, Thunderbird Clubhouse, Food & Shelter, Center for Children and Families, Inc., The Studio of Sooner Theatre, Full Circle, The Virtue Center and The Share Center of Food & Shelter.

Currently, applications for the LTDV 2025 recipient are being solicited by the Le Tour de Vin Grant Selection Committee. Projects may be for a one or two year commitment of funding, depending on the scope of the project.

Applications are posted on the Le Tour de Vin website [www.letourdevin.com](http://www.letourdevin.com). Requirements for the application are included below.

**Four copies** of completed applications should be hand delivered to ­­­­­­­­­­­­­­­­­­­­­­­­­Joe Gil, 3700 W. Tecumseh Rd. Art 6122, Norman, OK 73072

Questions may be directed to the four current club presidents: Jennifer Warren at [jennbill4@gmail.com](mailto:jennbill4@gmail.com), Rob Andrew at [robertandrew@hotmail.com](mailto:robertandrew@hotmail.com), Rob Norman at rnormon@cheekfalcone.com, Amber Compton at amber.r.compton@gmail.com.

**Application Requirements**

* Contains all the components (including attachments) listed in the Le Tour De Vin Grant Application document.
* The project is for a capital expense. No operating expenses will be considered.
* Other sources of funding must be available. LTDV funds can not be the only source of income for a project.
* Funding request is for a maximum of two years of LTDV events.
* Request is for up to a maximum of $100,000\* in funding to be provided over two years.
* Addresses a need in the Norman community that is reflective of the goals of Rotary: Literacy, Humanitarian, Education, Youth and Health
* Provides a budget for the planned project.
* Includes a business plan for the project.
* Includes form 990

***\* Funds available each year are directly tied to the success of the LTDV event. The amount requested by the grant awardee will be awarded if sufficient proceeds are available from the event. The $100,000 amount for a two- year grant is based on historical success of the event but not a guarantee.***

**Selection Process and Timeline**

* Criteria will be published on the LTDV web site ([www.letourdevin.com](http://www.letourdevin.com)), the web sites of the four Norman Rotary Clubs:
  + Cross Timbers Rotary Club – [www.crosstimbersrotary.org](http://www.crosstimbersrotary.org)
  + Legacy Rotary Club - [www.legacyrotary.org](http://www.legacyrotary.org)
  + Norman Rotary Club – [www.normanrotary.org](http://www.normanrotary.org)
  + Sooner Rotary Club – [www.soonerrotary.org](http://www.soonerrotary.org)

and in the Norman Transcript in March.

* **Applications are due by the last Friday in April, 2024**
* **Four copies of the application need to be submitted.**
* The Selection Committee will review the applications and recommend two applicants to the four Rotary clubs.
* Presentations by each of the selected two applicants will be scheduled at each of the four Rotary clubs regular meetings in April and May, 2024
* Each Rotary Club Board will select one of the two applicants and notify the LTDV Selection Committee.
* Each club will have one vote.
* Ties will be resolved by the Le Tour de Vin Selection Committee
* The chosen recipient will be notified by the Selection Committee, NLT July 31,2024.

**Following Grant Award Selection**

* Planning for the LTDV 2025 event will begin shortly after the new recipient is announced.
* A Memorandum of Agreement (MOA) between the four Rotary Clubs and the recipient will be drawn up with budget, timing and explanation of expenditures and serve as a guide for the grant. The MOA will be tailored to meet the needs of the project, the recipient, and the amount requested by the recipient for the project.
* Modifications to the budget or other aspect of the MOA will require a request for revision.
* At least one annual site visit will be taken by members of the four Rotary Clubs to maintain a connection to the project and to receive an update on status of the project.
* An annual written report to the four Rotary clubs is required within 6 months from receipt any funds from Le Tour De Vin proceeds.
* The Executive Director, or a representative of the beneficiary, will attend the LTDV Board meetings and provide LTDV with current updates, assist with the partnership and auction committees. Also provide LTDV with a list of their donors, if available, to help with fundraising. Also provide volunteers to help on the day of the event.

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**Le Tour De Vin Grant Application**

Legal Name of Agency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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

# Overall Mission of Agency

Please provide a typed narrative, not to exceed one-page, describing the mission of your agency. List the client population (income, age, geographic location, number served) and describe all programs and services offered currently by your agency.

**Amount of Funding Request\*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Grant amount awarded is dependent on proceeds from the Le Tour de Vin event.

\*Grant requests can be for one year maximum of $50,000 or two years maximum of $100,000.

In what year was your Agency incorporated? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you associated with a national organization? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(If so, what is the name of the national organization?)

What is the number of volunteers in your organization? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many hours do volunteers donate? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Financial Information from the last fiscal year:

Percent of the budget which is spent on fund-raising: \_\_\_\_\_\_\_\_\_\_

Percent of your budget spent on programs: \_\_\_\_\_\_\_\_\_\_

Percent of your budget spent on administrative expenses: \_\_\_\_\_\_\_\_\_\_

Please provide a copy of the project budget including items already secured, items expected to be donated or covered through volunteer hours.

Please provide a copy of the organization’s previous year’s operations budget and actuals (independent audit is acceptable submission).

**Percentage of Organizational funding:**

Religious Organizations \_\_\_\_\_\_\_\_\_\_

Civic Clubs \_\_\_\_\_\_\_\_\_\_

Corporate Donors \_\_\_\_\_\_\_\_\_\_

Endowment/Interest Income \_\_\_\_\_\_\_\_\_\_

Fees for services/products \_\_\_\_\_\_\_\_\_\_

Government Grants \_\_\_\_\_\_\_\_\_\_

Government Contracts \_\_\_\_\_\_\_\_\_\_

Individual Donors \_\_\_\_\_\_\_\_\_\_

Private Foundations \_\_\_\_\_\_\_\_\_\_

Special Events (based on net earnings) \_\_\_\_\_\_\_\_\_\_

United Way \_\_\_\_\_\_\_\_\_\_

Other \_\_\_\_\_\_\_\_\_\_

**Specific capital project for which funding is being requested**

Please provide a one page narrative describing the capital project for which funds are being requested including: location, size, specific relevant features/functions, projected start/finish date, total cost of the project, additional funds already secured. Also, attach an architect drawing of the project.

# Required Attachments to this application:

* Narrative describing Overall Mission of Agency
* Narrative describing Specific Capital Project for which Funding is being requested
* Proposed Project budget
* Last year’s organizational budget and actuals
* Copy of most recent Audit (if applicable)
* Copy of IRS tax exempt status letter or your application for tax exempt status
* List of current board members including names and professions
* List of current staff members and their position titles
* Last 2 years of form 990