



District 6450 – District Grants

Overview

Every year, each Rotary Club in good standing within District 6450 is eligible to apply for one or more district grants to help fund a qualified activity. These activities must support the Mission of The Rotary Foundation (TRF):

To enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty.

Each Club President, President Elect and one other Club Designee will receive an email with the amount of funds allocated to the Club, an application form, and other basic documents outlining the process, policies and eligible project examples. The Club President Elect must complete the application and submit it to the District Grants Committee for approval. Acceptable applications will be collated for a district grant application to TRF for final approval and funds distribution. At the close of each project, Clubs must complete and submit a report with appropriate receipts and documentation.

Rules

District grants have been streamlined and simplified to encourage maximum participation of Clubs every year; however, there are still a few rules to be followed:

- To be eligible, Clubs must have completed the prior year District Grant Final Report and be current on Rotary International and District Dues.
- Clubs may apply for a maximum of the amount available, which is equivalent to 25% of the total contributions made by its members to The Rotary Foundation three years ago.
- Clubs must contribute funds as least equal to the amount allocated by the district, e.g., if the allocation is \$750, the Club must commit to contribute at least \$750 for a minimum total project amount of \$1,500. (Clubs may contribute more funds for a larger project.)
- If a Club does not submit its grant application(s) by the deadline, its allocated funds will be made available for global grants, PolioPlus, or a District-sponsored global grant.
- A Club may submit more than one application. For example, if its allocation is \$3,000, the Club may submit 1 application for \$3,000, or 3 applications for \$1,000 each, or any other combination.

- Multiple Clubs may pool their funds together into a single application/project. All other rules still apply. (The lead Club will receive the funds.)
- Changes to approved applications must be approved by the District Grants Committee and The Rotary Foundation in advance.
- Projects must be completed no later than June 15 of the applicable Rotary year.
- Final reports are due within 30 days of the project ending date. Failure to close the project will result in the Club not being eligible for District Grants the following year.
- Clubs may choose to designate their funds to use toward a Global Grant (GG). The full allocation must be used toward a GG. The GG must be submitted to Global Grants Committee in the 2017-18 Rotary year.

What's Allowed and What's Not

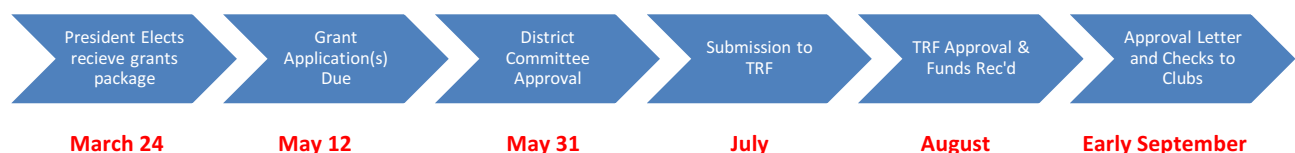
YES	Examples of Approved Projects	NO
Scholarships	Playground repairs, community children's activities	"Check-writing" to other organizations or activities primarily implemented by non-Rotary organizations
Travel for related Global Grants*	Back Pack Programs	<u>Specified</u> Rotary promotional materials (shirts, bags, etc.)
Support of other organizations through direct Rotarian involvement	Holiday or special event meals and celebrations; holiday gifts	Rotary sponsored events or fundraisers
Vocational Training Teams	Community events	Salaries or operating expenses to other organizations
Rotary Youth Exchange	Dictionaries	Projects already completed
RYLA	Community mental health materials	Establishment of another fund - allocation must be used in same year

**contact the District Grants Chair for specific instructions related to travel prior to submission*

***For questions or details contact the District Grants Chair*

Subject to change per The Rotary Foundation Grants Terms and Conditions found at www.rotary.org

Application Process and Anticipated Timeline



1. Grants Package:

Presidents Elect will receive a grants package including the application via email on March 24th. Applications are due no later than May 12th.

2. Application Submission:

Applications must be in electronic form and submitted by the May 12th deadline. All required fields must be completed in order for the application to be accepted for review.

3. Committee Approval:

Individual Club applications will be consolidated and reviewed for general compliance by the District Grants Committee on May 20th.

4. TRF Submission & Approval:

Once all applications are received and approved, and once all final reports are approved for the current year, the District Grant will be submitted to The Rotary Foundation.

5. Approval Letter & Checks:

Club Presidents will be notified when the applications are approved, and a final report form will be also sent to them. Checks will be sent to the Club's mailing address once funding has been received from The Rotary Foundation.

6. Implementation:

Share your good work via websites, Facebook, twitter, etc., using photos, video, etc. Keep copies of ALL itemized receipts and proof of payment for electronic submission with final report.

7. Final Reports:

Final reports are due on the 15th of the month following the Project Completion Date indicated on the approved application. Scanned copies of all receipts and proof of payment (cancelled checks) are required.