

Tips for Global Grants

General

For a successful project, the most important ingredients are:

- Having an active in-country Rotary club
- Having members of your club involved (they have been to the project country and helped in the planning)
- Have a vision and plan for the future so that the project can be sustained.
- Have the technical resources needed in the club or through a partner

Fundraising

- Have your club make a significant pledge. It shows other clubs that you are serious
- Start asking for money from clubs you know. Once you get a couple of clubs, it is easier to get others.
- Have a simple summary of your project available for committees to review.
- Get expert endorsement if it is a complicated idea to show it is feasible.
- Private donations are also an option. They are sometimes even eligible for matching funds.

Application

- TRF requires the international Rotary partner to be “actively involved” in the project. Think about how your club wants to meet this requirement. Some clubs are more likely to fund a project if they know the international partner will have “boots on the ground”.
- Be aware that when TRF has a category like water and sanitation, your project will have to cover BOTH water and sanitation.
- Pick only one theme even if your project will help with more than one. For example, if you have a water and sanitation project that also prevents disease, just stick with the water part as it does not help your grant to cover more than one area. You will just be required to gather more statistics since measurable outcomes are required for each area of focus.
- The project has to be sustainable. This means that there has to be a way for the community to repair the project, review procedures they have learned or get new supplies if needed. This is an important aspect of the grant to work out with your home partner. All parts also have to be sustainable. That means if you have a water and sanitation project, both parts of the project have to be sustainable.

Grant committee members

- You will need a primary and two secondary contacts from each club
- Be sure to check early on that you can enter names of people from the host club because sometimes a club’s members have not be put into the system by Rotary International. If they are not in the system you need to contact the Grants Coordinator at the Rotary Foundation.

Authorizations

- The primary contacts will have to go to the Rotary International web site and authorize the grant application
- You will need the District Rotary Foundation Chairs (DRFC) in both districts to log on to the Rotary International website and authorized the project even if one of the districts is not contributing any funds. Sometimes the DRFC is in another country so it is a good idea to make sure you know who they are and how to contact them.
- Additional authorization is required from the District Governor and DRFC of the districts that are supplying DDF funds.
- Don't underestimate the amount of time it takes to get all of the required authorizations.

Funding Sources

- Be sure to list District 5440 funds as DDF and not cash since district funds always come out of the DDF account.

Bank Account Information

- The club in the host country must set up a bank account specifically for the project. It is advisable to start this process as soon as the grant is approved.
- The account requires two signatories and each of them must log on to the Rotary International web site, select the specific application, and confirm the bank account information is correct.
- The club presidents of both clubs must also log in to authorize the legal agreement.

Sustainability

- A Rotary Community Corps of non-rotarians in the host country can greatly improve the sustainability of an international project. See <https://www.rotary.org/myrotary/en/organize-rotary-community-corps> to find out more about this approach.

How to authorize a global grant

- Go to the Rotary International web site at www.rotary.org
- At the top of the page click on My Rotary, click on SignIn/Register and Sign in. If you don't have an account you start one by clicking on Create an Account
- On the top of the page, under Take Action click on Grant Application Tool
- On the left hand side of the page click on "Global Grants"
- You will see a list of grants that you are allowed to authorize. Click on the Open box to the right of the grant that you want to authorize.
- Scroll to the end of the grant to the Authorization Section

- Find your name and click on the box next to your name to complete the authorization

How to authorize a grant report

- Go to the Rotary International web site at www.rotary.org
- At the top of the page click on My Rotary, click on SignIn/Register and Sign in. If you don't have an account you start one by clicking on Create an Account
- On the top of the page, under Take Action click on Grant Application Tool
- On the left hand side of the page click on "Global Grants"
- To view the global grant report open the grant under the heading 'Open Grants', NOT under 'Applications'.
- After opening the grant under 'Open Grants' you will see a global grants report page listing the headings: progress or final reports. There is an 'Authorizations Required' item (no grant number).
- Click on the 'Open' button. The report will open.
- Click on the 'Authorizations' tab. You will see a check-off box next to the statement "I certify that this global grant report is complete and that the information contained within is accurate".
- Check the box and then click on the 'Authorize' button in the lower right hand corner.