Rotary Donations Policy

# Overview

This policy outlines the priorities and considerations for financial support provided by Rotary Port Augusta. Individual applications for donations will be processed on an ad hoc basis as they are received, rather than a competitive grant. All applications for financial support should be considered using this policy for consistency and evidence-based decision making.

# What constitutes a donation?

In this instance the policy focusses on financial contributions, though some donations may also include a component of in-kind support.

# Groups eligible for donation

Groups applying for financial support should be not-for-profit organisations based in, or with a focus on, Port Augusta and immediate surrounds.

## Previous applicants

Previous recipients of funding may reapply for funding, but priority should be given to groups which have not previously received financial support from the club (assuming both applicants aligned well with the other considerations outlined below).

# Evaluation Criteria

The below sections outline criteria for evaluating a proposal for a donation. These should help frame a discussion and vote on the outcome of the application.

## Rotary Areas of Focus

Does the donation/activity align with Rotary’s priorities?

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Peace Building & Conflict Resolution | Basic Education & Literacy | Disease Prevention & Treatment | Water Sanitation & Hygiene | Community Economic Development | Maternal & Child Health | Supporting Environment |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No alignment | Limited alignment | Some alignment | Good alignment | Excellent alignment |

## Benefits to Community

Who stands to benefit from this donation?

|  |  |  |  |
| --- | --- | --- | --- |
| One person | A small group of people (2 – 10) | A closed group of people (e.g. members of an association) | Large numbers of people/open to all |

Where will the impact be felt?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| International | National | State | Port Augusta & surrounds | Port Augusta specific |

Does the event/project meet a demonstrated need or gap in the community?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No clear need or gap | Some evidence of a possible need | Logical need | Evidenced need | Urgent need |

## Costs

What costs are involved? Is it financial only, or does it include in-kind support? This should be balanced against the Club’s current income.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Large financial burden | Significant financial and/or in-kind burden | Medium financial and/or in-kind burden | Small financial and/or in-kind burden | Negligible financial and/or in-kind burden |

What contributions are being made by the applicant?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Large financial burden | Significant financial and/or in-kind burden | Medium financial and/or in-kind burden | Small financial and/or in-kind burden | Negligible financial and/or in-kind burden |

How will funds be distributed? Will evidence/invoices be sought? For purchase of physical equipment/objects it is suggested the Club purchase (based on recommendation), and then deliver the object(s) to the recipient.

## Benefits to the Club

How will Rotary Port Augusta be promoted through the course of this donation?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Letter of thanks or similar | Verbal acknowledgement during event | Visual acknowledgement during event (banner, logo, etc.) | Social media/public acknowledgement | Ongoing acknowledgement (plaque, sign, etc.) |

Will there be an opportunity for the group or organisation to continue involvement with the club?

## Risks or burdens on the Club

Is there a reputational risk to the Club?

Is there a financial risk to the Club if the project or event does not go ahead? How would refunds be managed?

Are there any insurance requirements? Does the project align with District and RI policies?