

FUTURE VISION PLAN

How to Apply Online for a Rotary Foundation Global Grant



Applications for Rotary Foundation Global Grants are now available to pilot clubs and districts for submission online through Member Access. Applications will be accepted on a rolling basis from this time forward.

Before applying for a global grant, clubs and districts must be qualified. Districts must complete the online [qualification](#) process. Clubs then complete the club qualification process managed by the district. Once districts and clubs are qualified, they may apply for a global grant.

The global grant application process has two steps. Grant sponsors first submit a proposal to provide a brief description of their planned activities and objectives. The Foundation works with sponsors to determine whether the proposal is complete and eligible. Sponsors of eligible proposals will be invited to submit a full grant application.

To access the global grant proposal, visit <http://www.rotary.org> and click “Member Access” in the upper right corner.



If you are already registered in Member Access, log in using your e-mail address and password. If you have not yet registered, click “Register Now” to do so. Registration requires a current e-mail address.

Rotary International
THE ROTARY FOUNDATION

Rotary Business Online

Registering with Rotary's Member Access allows you to access online services and features. To ensure your personal information remains confidential, many of our online services require you to log in to our secure environment with a unique email address and password. Once registered, you will have access to a variety of online services specific to your affiliation with Rotary International and The Rotary Foundation.

These services may include:

- Making TRF contributions
- Viewing your TRF contribution/recognition history
- Registering for RI Meetings
- Searching the online Official Directory
- Managing your Rotary email subscriptions
- Viewing secure sites

Manage your e-mail subscriptions and addresses on-line. [Learn more](#)

You must be registered in Member Access to login. Only the following groups may register: active Rotarians, Rotary Center Directors, Rotary World Peace Fellows and Rotary World Peace Fellow Alumni. If you are interested in Rotary International, The Rotary Foundation or any of Rotary's initiatives, please contact your local Rotary club for more information.

E-mail Address:

Password:

Remember My Email Address [What is this?](#)

After logging in, click “Future Vision Pilot Site” in the list of options on the left side of the screen. All members in pilot districts will have access to the Future Vision Pilot Site. Member Access recognizes you by your current role and will provide the access associated with that role.

Rotary International

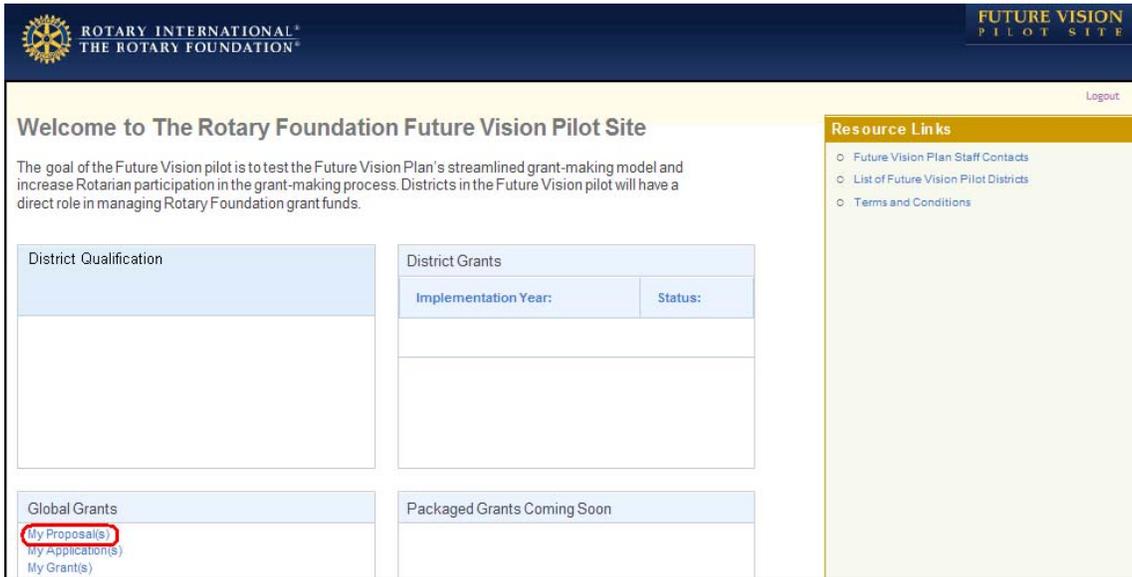
Home | Member Access | My Profile | Change Password | Logout

Rotary Business Online

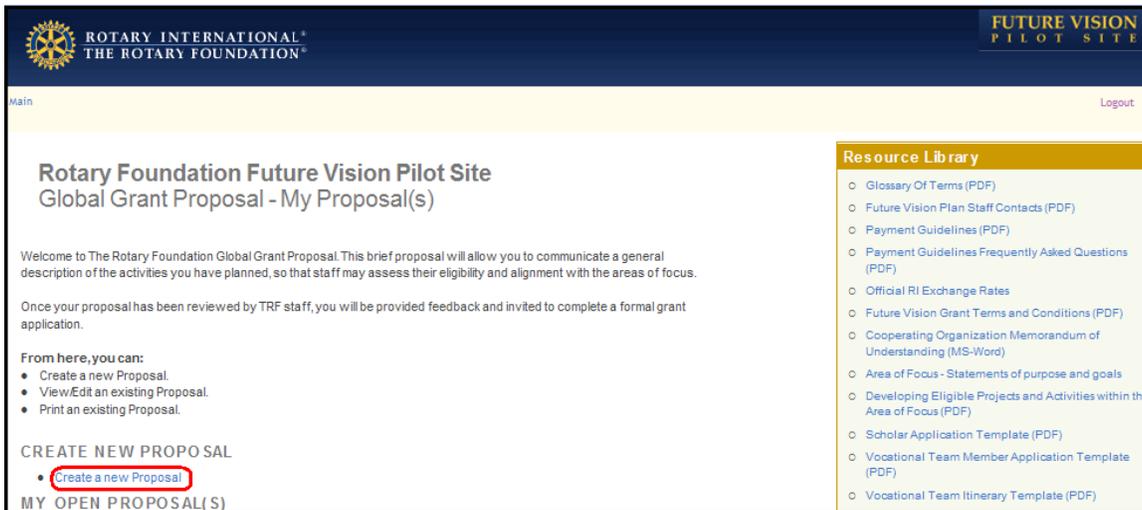
- Contribute to The Rotary Foundation
- View your Contribution History
- Search Club and District Data
- Manage E-mail Subscriptions
- Register for Meetings
- Future Vision Pilot Site**

Conduct Rotary business online. With new, improved options for performing administrative tasks, the Rotary Business Portal offers Rotarians secure access to RI services.

On The Rotary Foundation Future Vision Pilot welcome page there are boxes for district qualification, district grants, global grants, and packaged grants. In the global grants box click “My Proposals” to access global grant proposals.



Click “Create a new proposal” to begin completing a proposal. Proposals that have already been started will be listed under “My Open Proposals”. Links to key resources are provided in the box on the right side of the page. If you have technical difficulties when completing the proposal or application, click the “Need Assistance?” link located in the bottom left corner of each page to submit the problem. You will receive a response within 24 hours.



The global grant proposal consists of Sections A-G as shown on the proposal main menu page. Sections can be completed in any order, but all sections must be complete before the proposal is submitted to TRF. Click the blue links to access each section and enter information about your proposed grant activities. There will be brief periodic updates provided by staff in the box "Message from Future Vision Staff".

The screenshot shows the main menu of the Rotary Foundation Future Vision Pilot Site. The page header includes the Rotary International logo and the text "ROTARY INTERNATIONAL THE ROTARY FOUNDATION" on the left, and "FUTURE VISION PILOT SITE" on the right. Below the header is a navigation bar with links: "Main", "My Proposal(s)", "Sponsor", "Community Needs", "Activity", "Focus", "Outcome", "Budget", "Financing", and a "Logout" link on the far right.

Rotary Foundation Future Vision Pilot Site Global Grant Proposal - Main Menu

Welcome to The Rotary Foundation Global Grant Proposal. This brief proposal will allow you to communicate a general description of the activities you have planned, so that staff may assess their eligibility and alignment with the areas of focus.

Once your proposal has been reviewed by TRF staff, you will be provided feedback and invited to complete a formal grant application.

Click each of the links below and provide the information requested. You may complete the different sections of the proposal in any order and you may return to this main menu at any time.

It is not necessary to fully complete the proposal during one online session; each section of the proposal can be saved individually so you can return to complete the proposal at another time.

Please review your answers and ensure that all sections are fully completed before clicking the "Submit the Proposal" button at the end of the proposal.

Edit Project Title

Project Title
Global Grant Status

[+ Click Here to Edit Project Title](#)

Section A: Host and International Sponsor Information

Host Sponsor Contact Name
International Sponsor Contact Name

[+ Click Here to Edit Sponsor Information](#)

Message from Future Vision Staff

[Empty box for message]

Resource Library

- o Glossary Of Terms (PDF)
- o Future Vision Plan Staff Contacts (PDF)
- o Payment Guidelines (PDF)
- o Payment Guidelines Frequently Asked Questions (PDF)
- o Official RI Exchange Rates
- o Future Vision Grant Terms and Conditions (PDF)
- o Cooperating Organization Memorandum of Understanding (MS-Word)
- o Area of Focus - Statements of purpose and goals
- o Developing Eligible Projects and Activities within the Area of Focus (PDF)
- o Scholar Application Template (PDF)
- o Vocational Team Member Application Template (PDF)
- o Vocational Team Itinerary Template (PDF)

To access Section F: Budget, click the blue link on the main menu which will lead to the page below. On this page, click the link “Click Here to Edit Currency/Exchange Rates” and enter that information. Then add budget items including the supplier (if known) and amount in local currency using the button “Add Additional Budget Line Item.” The amount in USD will calculate automatically. Add as many line items as necessary to accurately show what is being funded by the grant activities. Individual items can be grouped together to provide a general budget, as a more detailed budget will be provided in the application.

Rotary International
THE ROTARY FOUNDATION

FUTURE VISION
PILOT SITE

Main My Proposal(s) Current Proposal Sponsor Community Needs Activity Focus Outcome Budget Financing Logout

Rotary Foundation Future Vision Pilot Site Section F: Budget

Project Title
Global Grant Status

Please provide the name of the local currency and the most recent exchange rate below. Then enter the major budget items of your proposed activities in the Estimated Budget. The US Dollar equivalent of budget items entered in a local currency will calculate automatically based on the exchange rate provided.

The budget entered in the proposal is not necessarily final and may be modified. A more detailed budget will be required in the formal grant application.

(1) - CURRENCY / EXCHANGE RATE

Click the link below in order to enter the local currency and current exchange rates.

Note: You should enter a 1 if you will be entering your budget in USD:

Note: Use the current Official Rotary Exchange Rate.

Name of Local Currency
Exchange Rate to 1 USD: (Link to the Official RI Exchange Rates)
NOTE: You should enter a 1 if you will be entering your budget in USD:
Date Exchange Rate Entered:

[+ Click Here to Edit Currency/Exchange Rates](#)

(2) - ESTIMATED BUDGET

[Add Additional Budget Line Item](#)

Budget Item	Supplier/Vendor	Amount in Local Currency	Amount in USD
Budgeted Total in Local Currency: 0.0000			
Budgeted Total in USD: 0.0000			

Main My Proposal(s) Current Proposal Sponsor Community Needs Activity Focus Outcome Budget Financing

Message from Future Vision Staff

Resource Library

- o Glossary Of Terms (PDF)
- o Future Vision Plan Staff Contacts (PDF)
- o Payment Guidelines (PDF)
- o Payment Guidelines Frequently Asked Questions (PDF)
- o Official RI Exchange Rates
- o Future Vision Grant Terms and Conditions (PDF)
- o Cooperating Organization Memorandum of Understanding (MS-Word)
- o Area of Focus - Statements of purpose and goals
- o Developing Eligible Projects and Activities within the Area of Focus (PDF)
- o Scholar Application Template (PDF)
- o Vocational Team Member Application Template (PDF)
- o Vocational Team Itinerary Template (PDF)

To access Section G: Financing, click the blue link on the main menu which will lead to the page below. Enter the proposed amount of DDF, Rotarian cash, additional outside funding (if applicable) and the expected TRF Match in USD. TRF matches US\$0.50 for every \$1.00 cash contribution and \$1.00 for every \$1.00 contribution from DDF. Click “Save” at the bottom of the page and the total financing will be computed automatically. The total budget in Section F and total financing in Section G must be equal in order to submit the proposal to TRF.

The screenshot shows the 'Rotary Foundation Future Vision Pilot Site' interface for 'Section G: Financing'. At the top, there are logos for 'ROTARY INTERNATIONAL THE ROTARY FOUNDATION' and 'FUTURE VISION PILOT SITE'. A navigation bar includes links like 'Home', 'My Proposal(s)', 'Current Proposal', 'Sponsor', 'Community Needs', 'Activity', 'Focus', 'Outcome', 'Budget', and 'Financing'. The main content area is titled 'Section G: Financing' and contains a form with the following fields:

- Project Title
- Global Grant Status
- Instructions: 'Please provide the general financing of your proposed activities in US Dollars (USD), indicating the total amounts of DDF and cash as well as any additional outside funding. TRF matches US\$0.50 for every \$1.00 cash contribution and \$1.00 for every \$1.00 contribution from DDF. The total financing must equal the total budget from Section F.'
- Disclaimer: 'The financing entered in this proposal is not necessarily final and may be modified. More details on the financing will be required in the formal grant application.'
- Form fields:
 - (1) - DDF Amount in USD
 - (2) - Rotarian Cash Amount in USD (Matched by TRF and forwarded either to TRF or directly to project account)
 - (3) - Additional outside funding in USD (Not matched by, or forwarded to, TRF) - A red arrow points to this field.
 - (4) - TRF Match in USD (Must be between \$15,000 and \$200,000)
 - Do Not Enter. This value will be calculated automatically
 - Computed Total Financing in USD (Cash+DDF+Match)
- Buttons: 'Save' and 'Cancel'.

On the right side, there are sections for 'Message from Future Vision Staff' and 'Resource Library' with a list of PDF links.

Until the total budget and total financing are equal, the following message will appear at the bottom of the proposal main menu: “The calculated USD budget total is not equal to the USD financing total or the TRF requested match amount is incorrect, which is preventing you from submitting the proposal to TRF.” Once the total budget and total financing are equal, a submit button will appear at the bottom of the proposal main menu. When this button is clicked, the proposal will be submitted to TRF.

This image shows a close-up of the bottom of the proposal main menu. It features two buttons: 'Submit the Proposal' and 'Cancel'. A red arrow points to the 'Submit the Proposal' button, indicating that it is the button that appears once the budget and financing are equal.

After reviewing your proposal, TRF staff will notify you that you may complete an application. Click “My Applications” on The Rotary Foundation Future Vision Pilot welcome page to access the global grant application for the proposal.

Click “View/Edit” next to the project title to begin completing the application.

	Project Title	Global Grant Status	Humanitarian?	Scholarship?	Vocational?
View/Edit	Providing Clean Water for Primary Schools	Draft	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

The global grant application consists of the sections shown on the application page. Access each section by clicking the link and provide the requested information. The sections under the different activity types (Scholarship, Humanitarian, and Vocational) will be visible based on the grant activities described in the proposal. If an activity is not relevant, the related sections will not be visible. Global grant applications funding scholarships will also include the uploaded [Global Grants Scholar Application](#), letter of acceptance to the proposed school, and foreign language proficiency exam results (if applicable). Global grant applications funding vocational training teams will also include the uploaded [Global Grants Vocational Training Team Participant Application](#) and a resume for each team member as well as the [Vocational Training Team Itinerary](#). The grant committee, budget and financing sections must be completed for each application. Once these sections and the relevant activity sections have been completed, authorizations must be provided.

ROTARY INTERNATIONAL®
 THE ROTARY FOUNDATION®

FUTURE VISION
PILOT SITE

Main My Application(s) Logout

Rotary Foundation Future Vision Pilot Site Global Grant Application

The links below will direct you to the separate application sections for each type of activity - Humanitarian, Scholarship or Vocational. To begin, please click on one of the sections below that corresponds to your proposed activity and provide the information requested. If your proposed activity involves more than one activity type, then it will be necessary to complete more than one section.

You may complete the different sections of the application in any order and you may return to this main menu at any time.

Grant Committee Selection and Budget/Financing for all Grant Types

- Section A: Identify the Grant Committee Members
- Section B: Provide Grant Budget Details
- Section C: Provide Financing Details
- Printer Friendly Common Summary (PDF)

Scholarship Activity

View/Edit all Scholarship Sections

- Section A: Scholar Information
- Section B: Area of Focus
- Section C: Orientation and Activities
- Section D: Rotarian Participation
- Printer Friendly Scholarship Summary (PDF)

Humanitarian Activity

View/Edit all Humanitarian Sections

- Section A: Project Summary
- Section B: Rotarian Participation
- Section C: Cooperating Organization
- Section D: Project Planning
- Section E: Sustainability and Measurability
- Printer Friendly Humanitarian Summary (PDF)

Vocational Activity

View/Edit Vocational Teams

- Vocational Training Teams
- Printer Friendly Vocational Summary (PDF)

Authorizations and Bank Information

- Section A: DDF Authorizations
- Section B: DRFC Authorizations
- Section C: Primary Contact Authorizations
- Section D: Submit the Application to TRF for review

The links below show the required authorizations for a global grant application. Any District Designated Fund (DDF) contribution must be authorized by the district Rotary Foundation committee chair (DRFC) and the district governor of that district. The DRFC from both the host and international sponsor districts must authorize that the sponsors are qualified and the application is complete. Both primary contacts must authorize the application before submitting it to TRF for review. The application should include all requested information when submitted to expedite the review.

