



DOING GOOD IN THE WORLD

OUR MISSION



World Understanding • Goodwill • Peace



EVERY
ROTARIAN
EVERY
YEAR

- Humanitarian Programs
- Vocational Training Teams
- Scholarships

ROTARY GRANTS

- District grants
- Global grants



DISTRICT GRANTS

- Small-scale, short-term
- Local or international activities
- Aligned with the Foundation's mission
- Single grant awarded annually



GLOBAL GRANTS

- Large, long-term projects
- Sustainable, measurable outcomes
- Alignment with areas of focus
- International partnership
- World Fund match



Areas of Focus



- Peace and Conflict Prevention/Resolution



- Disease Prevention and Treatment



- Water and Sanitation



- Maternal and Child Health



- Basic Education and Literacy



- Economic and Community Development

HOW WE FUND PROGRAMS



50%
District Designated Fund (DDF)



50%
World Fund Earmarked

The Annual Fund-SHARE System

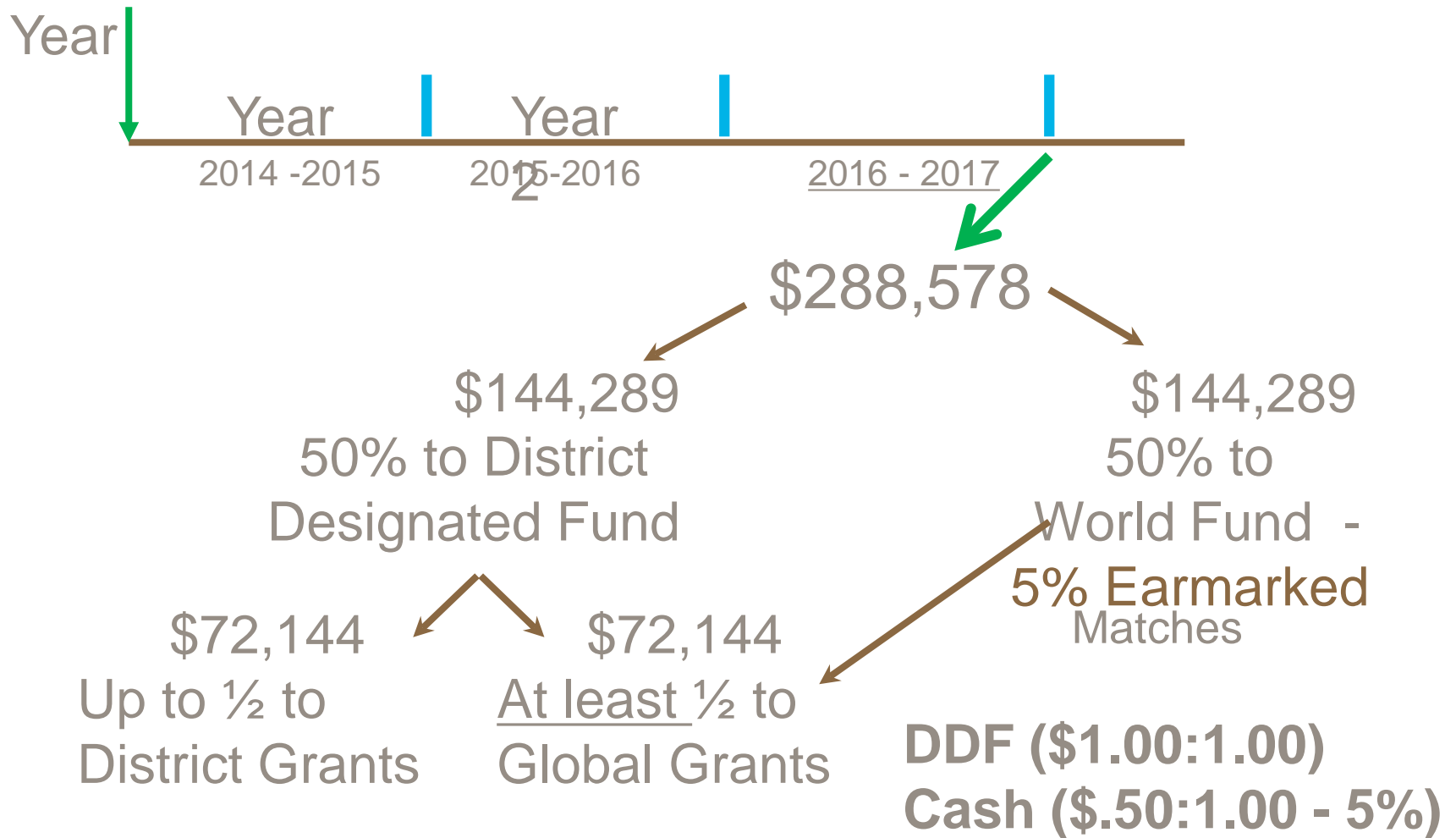
How does the Annual Fund benefit Rotarians?

1. Largest Source of funding of Global Grants and Scholarships
2. Major Source of funding of District Grants, with additional support provided by SHARE earnings, when designated through Endowment Fund.
3. Supplements, at District's options, End Polio Now and Peace Center Programs.

District Designated Fund

- 2013-14 \$319,361 - A
 - 2014-15 \$288,578 - B
 - 2015-16 \$231,344 - C
- | | |
|---------|---------------|
| 2016-17 | A \$159,680 |
| 2017-18 | B \$144,289 + |
| 2018-19 | C \$115,672 + |

+ Subject to confirmation by Rotary International.



2017-2018 DRAFT
District Grant Spending Plan

- 25 Clubs @ \$2,000 (MAX). \$50,000
- Scholarship 3,000*
- Vocational Training Team 6,000*
- Administrative Expenses 3% 1,144*
- Contingencies 6,000*
- Education 6,000*
- Total \$72,144
- * TBD

District Vocational Training Team - VTT

2016-17 project - Outbound Team D9790 Australia

VTT offer participants the opportunity to use vocational skills to share best practices, help others, and improve quality of life.

- Training on mechanized versus traditional approaches, pest and disease treatment, marketing options, and effecting change in farm operations in pursuit of valued successful farm livelihoods.
- Teams' experiences will identify needs as well as efficiencies & cost control options.
- Thomas O'Neill Rotary Club of Simcoe selected to be the VTT Team Leader! 33+ years in the industry!
- Team Member information: contact VTT Chair Dan Smith 716-269-9900 and find the Team Member application by visiting <http://www.rotary7090.org/SitePage/vocational-training-teams>. Applications are Due by Dec 3rd with interviews on Sat Dec 10th.

District Scholarships

- \$5,000 US
- Awarded to one individual who is in their first year of post-secondary study
- Based on academic merit and two essays – “Ideals of Rotary” and “How they have personally demonstrated Service Above Self”
- Applications available Fall 2016, due by December 31, 2016, awarded by January 31, 2017

DISTRICT QUALIFICATION

- District leaders complete qualification process online annually
- Agree to implement MOU
- Conduct grant management seminars for clubs

THE ROTARY FOUNDATION

DISTRICT QUALIFICATION MEMORANDUM OF UNDERSTANDING

1. District Qualification
2. District Officer Responsibilities
3. Club Qualification
4. Financial Management Plan
5. Annual Financial Assessment
6. Bank Account Requirements
7. Report on Use of Grant Funds
8. Document Retention
9. Method for Reporting and Resolving Misuse of Grant Funds

1. District Qualification

To participate in district, global, and packaged grants, a district shall complete an online qualification process, agreeing to implement the financial and stewardship requirements in this memorandum of understanding (MOU). By successfully completing these requirements, a district becomes qualified, and eligible to participate in Rotary Foundation (TRF) grants.

- A. A district is responsible for the use of funds for district-sponsored grants, regardless of who controls the funds.
- B. A district is responsible for a club-sponsored grant if the sponsoring club has been terminated or is otherwise unable to take responsibility for the grant.
- C. To maintain qualified status, a district must comply with this MOU and all applicable TRF policies.
- D. Qualification may be suspended or revoked for any of the following:
 1. Misuse or mismanagement of grant funds, or failure to appropriately address allegations involving, but not limited to, fraud; forgery; membership falsification; gross negligence; endangerment of health, welfare, or safety of beneficiaries; ineligible contributions; use of funds for personal gain; undisclosed conflicts of interest; monopolization of grant funds by individuals; report falsification; overpricing; acceptance of payments from beneficiaries; illegal activities; use of grant funds for ineligible purposes
 2. Refusal to qualify member clubs without sufficient cause
- E. A district must cooperate with any financial, grant, or operational audits.

2. District Officer Responsibilities

The district governor, district governor-elect, and district Rotary Foundation committee chair shall hold primary responsibility for club and district qualification, in addition to overseeing the proper implementation of TRF grants.

District officer responsibilities include:

1. Implementing, managing, and maintaining the district and club qualification process
2. Ensuring that all TRF grants adhere to stewardship measures and proper grant management practices
3. Abiding by, following, enforcing, disseminating, and educating Rotarians on the terms and conditions for district, global, and packaged grants

CLUB QUALIFICATION

- Agree to implement the club MOU
- Send club member to grant management seminar sponsored by the district (two people)
- Complete any other district requirements – Addendum to MOU

QUESTIONS?

- John Teibert – john@crawfordss.com
- Karen Oakes - oakes.kl@sympatico.ca
- Robert (Bob) Bruce – pdgbob@bell.net
- Scholarships – Shefali Clerk – sheelsaju5@hotmail.com
- VTT – Dan Smith – dsmith4416@gmail.com

Stewardship in Grant Management

District Grant Management Seminar 2016 - 2017

Why is Stewardship Important?

- Maintain donor confidence
- Financial accountability
- Organizational reputation
- Adhere to international foreign contributions laws
- Enhance Rotarian ownership of grant projects

Why is stewardship important for contributions?

Proper Stewardship = More Contributions

A donor who understands that funds are used in an appropriate manner is more likely to continue giving to the Foundation to support projects.

How does stewardship relate to you?

- All Rotarians are stewards of The Rotary Foundation (TRF)
- Every Rotarian is responsible for the proper use of Rotary Club funds
- The Club Officers must demonstrate to their donors that contributions were used appropriately

What are Rotarians' duties?

- All Rotarians should be aware of:
- Conflict of Interest
 - actual or perceived
 - personal gain from transaction by benefactor or Rotarian
 - accepting payments or favors from beneficiaries
 - overpricing, poor quality of materials

Document Retention

- Cancelled cheques and receipts should be obtained from vendor,
- Documents should be filed systematically and cross-referenced in an accounting ledger
- **Invoices substantiate the expenditure**
- **Receipts substantiate the payment**



Document Retention

Sample Ledger

Global Grant 12345 Ledger					
Date	Cheque Number	Payee	Amount	Purpose	Signatures of Reviewer
16/2/12	346101	ABC Store	\$1,000	School electronic notebooks (10)	Club President & Project Contact
17/3/15	346102	123 Store	\$1,320	School chairs and desks (20 sets)	Contacts (2)

How do we set up a document retention system?

- **Document retention system must be**
 - **Accessible to more than one person**
 - **Have organized files**
- **Keep documents for a minimum of 5 years**
- **Keep electronic files as a back-up.**
- **Keep back-up copies in a location other than where the originals are stored.**

Questions?

