



Disaster Recovery Fund - Guiding Principles for Making Applications

- The District has an established Disaster Recovery Committee and Fund, to support recovery from Disasters in Australia, as guided by the By Laws of the District.
- In the event of a disaster, the District Governor shall have the authority to approve emergency funding from the Disaster Recovery Fund of up to \$5000, for each event. This is to be later endorsed by the District Leadership Board for governance purposes.
- Non-emergency funds, of any amount, need to be approved by the District Leadership Board.
- The District Leadership Board needs to satisfy itself that prescribed criteria are followed.
- Primarily; that funds will be paid only on invoice and directly to supplier and not generally to a Rotary Club unless approved/endorsed by the District Board. Notwithstanding this, it is recognised that applications may be considered where circumstances dictate that a payment has been made by a club to expedite a project.
- Application for payments from the Disaster Recovery Fund may only be made by a Rotary Club in the District.
- However, the Disaster Recovery Committee may also make recommendations to support complying projects.
- All applications for funding support must be directed to the Disaster Recovery Committee in the first instance, as managers of any applications to and payments from, the Disaster Recovery Fund, authorised by the District Board.
- Applications to the Fund must include, and will be assessed on, the following information:
 - A formal application, by way of a letter to the Disaster Recovery Committee, needs to describe;
 - The entity applying for a grant.
 - The name and scope of the project.
 - The specific item/s that are to be funded.
 - That the funds are directly linked to the disaster recovery process.
 - Associated timelines.
 - Outline of benefits to be derived from the grant to the affected community.
 - That this grant will be considered as a “one off” and will not involve any recurrent funding.
 - How the project will be acknowledged as being supported by Rotary.
 - That a payment will only be made to a supplier of goods, services or similar organisation in all circumstances and not to directly to a Rotary Club. An exception may be made, if specifically endorsed by the District Board. (Note: There are precedents in funding Rotary clubs directly, e.g. relating to tree propagation and planting for use in a recovery zone).
 - The grant may be auspiced, organised and/or recommended by a Rotary club.
 - A formal quote, brief summary of costs, or unpaid invoice from the supplier/organisation offering goods/services, must also include bank details. The payer nominated will be the Rotary District.
 - If at all possible, three quotes/estimates should be obtained as evidence of competitive pricing is expected.
 - Any funds donated, should not be part of a larger/major project where Rotary’s contribution will lose its meaning.
 - Rotary District and auspicing Club, will be acknowledged as the donor in all cases.