

## District 5440 GG Process and Policy

### Process

- All global grant requests start with entering the project on the matchinggrants.org website. This must be done before starting an application on the RI website in order to get district funds for your project.
- On the matchinggrants.org site you need to include a proposal with your project submission using the online proposal form provided.
- The district will approve the district contribution after the project is fully funded.
- You must start your grant application on the RI website within 30 days of receiving the commitment from the district for your project.

### Funding for D5440 initiated grants

- Once the district global grants committee approves your proposal, the district will match the sum of all international partner clubs' funds two to one up to the limit specified on the main grants page.
- The district grants committee will help clubs with approved proposals to get funding for their projects by publicizing the project throughout the district or by providing additional DDF if the recommendations below are followed.

### Funding for grants initiated by other districts

- If a D5440 club wants to donate to a project initiated by another district and wants a match from D5440, the project must be listed on the matchinggrants.org site under Global Grants.
- To request D5440 funding, pledge to the project on matchinggrants.org and specify an amount from your club and DDF from district 5440
- D5440 will match up to \$2,500 per club for approved projects with a maximum of \$5,000 towards a single global grant only if grant funds are available to out of district projects as indicated on the main grants page.

### Requirements

- The district 5440 club that is the primary partner on the grant must have contributed \$100/capita or more to The Rotary Foundation annual fund in the Rotary year prior to the year of the application.
- A Community Assessment is performed using The Rotary Foundation form that is on the main grants page of the district website
- The club initiating the grant must have both a primary and secondary contact and both of these contacts must complete the district 5440 global grants training either at a district assembly or online.
- The host club must have three Rotarian contacts, one primary and two secondary
- The club initiating the grant must have both the President and President elect sign the MOU (Memorandum of Understanding)
- The club initiating the grant must be qualified by having the President complete the grant qualification class at PETS or online and the club must have entered an annual fund goal on Rotary Club Central for the year in which the application is made.

- If the club initiating the grant has had no prior experience with the host Rotary club, a thorough investigation of the host club's previous experience with district and global grants needs to be completed.
- A separate bank account must be set up to receive the funds from TRF. This can be in the host or international partner country.

#### Recommendations

- A district grant should be done with the host club before doing a global grant.
- Members of the International partner clubs should visit the host Rotary club and tour the project site together
- Community members in the host country are actively involved in the planning and long-term support of the project. A Rotary Community Corps is a great way to do this.
- A five year plan is developed to promote sustainability of the project.
- A sustainability score sheet (available on the district website under Training/Global Grant Training) should be completed to determine if your project is sustainable.
- Grant funds are kept in the bank account of the international club and are transferred to the host Rotary club on an As-Needed basis.
- Get a Rotaract club involved.