

Lifecycle of a District 5650 Rotary District Grant

Project Plan for Projects 2015-16 through 2018-19

	2015						2016					
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
2016-17 Projects	Conduct community assessment; Begin plans for 2016-17 Project						Attend GMS; appoint committee; complete and submit MOU		Create Plan and budget	5-31-16 App Deadline; set project goals		
	2016						2017					
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
	Projects begin - after approval						12-31 Report	Pay Final Expenses	3-31-17 Final Report Deadline			
2017-18 Projects	Conduct community assessment; Begin plans for 2017-18 Project						Attend GMS; appoint committee; complete and submit MOU		Create Plan and budget	5-31-17 App Deadline; set project goals		
	2017						2018					
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
	Projects begin - after approval						12-31 Report	Pay Final Expenses	3-31-18 Final Report Deadline			
2018-19 Projects	Conduct community assessment; Begin plans for 2018-19 Project						Attend GMS; appoint committee; complete and submit MOU		Create Plan and budget	5-31-18 App Deadline; set project goals		
	2018						2019					
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
	Projects begin - after approval						12-31 Report	Pay Final Expenses	3-31-19 Final Report Deadline			

Begin plans for next Project

During the District Conference you will get inspired and return to your Rotary Club to educate and inspire all members; in order to get funds for projects, we need funds. You will also see projects in our district and get ideas for your next project. You may choose to conduct a community assessment to determine your project.

Attend GMS; complete and submit MOU

The schedule is announced early each year; all clubs must have 2 representatives participate in a Grants Management Seminar for the club to be eligible to apply for grants. You should put your committee in place and you may choose those members to attend the GMS. Memorandum of Understanding (MOU) is submitted. A

5-31 App Deadline

Applications, including all details, must be submitted by deadline. Applications are done through the District Website by a members who attended a GMS. Earlier you should have created a plan and project budget.

Projects Begin after approval

Projects cannot start before the beginning of the Rotary Year; projects cannot start before approval from the District and RI.

12-31 Report

Report simple progress report; financials not needed just brief description of where the project stands.

Final Expenses Paid

Pay all expenses by mid-February; checks need time to clear; final report must include bank statements and check images.

3-31 Final Report Deadline

Final report must include all financial details; pay expenses early so that images of clearing checks and statement information reflects all expenses.