Foundation Grants Seminar

District Grants

Michele Varuolo Cole / Carol Marcotte

District Grants Coordinator

Rotary District 7780

2025 - 2026

What's New?

* Welcome Carol Marcotte

Incoming District Grants Coordinator

* D7780 ClubRunner Grant Module

Year 2 Reflection

* *Deadlines*

*Club Qualifications to be completed by **April 30**.*
*Grant Application soft submission on **May 15**.*
*Grant Application completed and submitted by **June 1**.*

The District Grants 5 Es: Objectives of this Seminar

ELECT or sELECT
- Identify a Project for a District Grant

ELIGIBILITY REQUIREMENTS
- Learn how to qualify your Club to apply

ENGAGE and EVALUATION
- Learn when and how to apply
- Learn how your Grant application will be evaluated
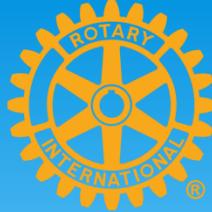
EXECUTE
- Learn reporting and financial requirements

END
- Stewardship and Grant close-out

SELECT a Grant Project
13 Grants are underway in 2024-2025

The Rotary Foundation

Examples of District Grants:

- Local Project to create raised garden/food beds at local HS – Bath Sunrise RC
- Local Project to develop, fabricate & install indigenous people's signage in open/reserve spaces – Yarmouth RC
- Local Project to collaborate with yoga nonprofit for pathway for addition recovery – Portland RC
- International Project to refurbish a nursery school near Lima, Peru – So Berwick-Eliot RC

Attributes of a District Grant:

- Small-scale, short-term activities and projects that address needs in your community or a community abroad
- Humanitarian in nature typically addressing one or more areas of focus
- Led by Rotary with active Rotarian participation
- New to the Club that benefits and is sustainable to the community it serves

See list of Grants and project descriptions on D7780 Website, Rotary Foundation & Grants tab.

ELIGIBILITY REQUIREMENTS
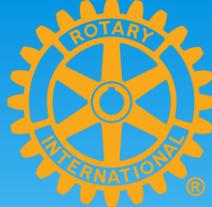## Who can Participate in a
7780 District Grant

D7780 Rotary Clubs and Rotaract Clubs in good standing may apply for a District Grant.

A Satellite Club may apply independent of its sponsor club if the Satellite Club is recognized as such with Rotary International. Please include evidence of recognition as a Satellite Rotary Club with the Grant Application.

ELIGIBILITY REQUIREMENTS
How to "Qualify" for a Rotary Grant

1. A minimum of two (2) members must take the Grants Management Seminar.

2. Club must appoint a Club Foundation Chair and report name to District via input into ClubRunner (or otherwise inform District).

3. Club must establish a goal to support the Annual Fund and post in Rotary.org's Rotary Club Central (your Assistant Governor can help you with this).

4. Club must be current with all District and RI dues and in good standing.

5. Club must be current with all Rotary Foundation grant reporting.

6. For this grant year, the Club President **AND** either the Club President-Elect **OR** Club Foundation Chair must sign and implement the Memorandum of Understanding (MOU).

*Club Qualifications must be completed by **April 30**.*

See Resources on D7780 Website, Rotary Foundation & Grants tab.

EXECUTE
How to Apply for a District Grant

1. Complete your District Grant Application via the D7780 ClubRunner Grant Module by June 1.

2. Available to Clubs this year, soft submission of application – May 15.

3. Clubs are encouraged to collaborate, with the Lead Club submitting the grant application. "Lead Club" is the submitter of the application although more than one D7780 club may be participating with the same grant. The Lead Club and all D7780 clubs involved must be qualified.

4. Project must adhere to the Terms and Conditions for Rotary Foundation Grants *(Document link available on D7780 Foundation microsite - Resources)*.

5. Each club may submit only ONE District Grant application per Rotary year.

EXECUTE
Budget and Finance Clarification

1. Club must contribute at least $500 in club cash to the project ("small club" grant requires a $100 contribution). This contribution is to be included in the total grant budget.

2. Budget must be balanced, clear and concise. Including sufficient detail so that the Screening Committee can understand it.

3. Award amounts in 2025-2026 will typically be in the $1,000 - $4,000 range. Please be reminded that award amounts are a function of the funds available and the number of applications.
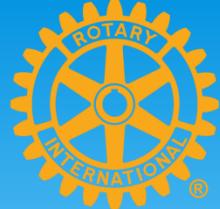
BUDGET SUMMARY: Estimated or Total Project Budget Amount $5,000
Expected Income $1,000
Requested Grant   4,000
Expected Expenses $5,000

EVALUATION
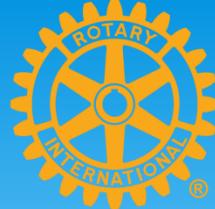## *Your application will be evaluated on:*

1. The quality of the Project will be measured by how the Applicant effectively demonstrates its positive impact on a local or international community, and the number of people benefiting from the project.

2. Projects must demonstrate active Rotary-member involvement and must be Rotary led.

3. Project must be new to the Club, lead to sustainability, and be meaningful to the community that it is intended to benefit.

4. Application must include a detailed promotional/public image plan in sufficient detail that the Screening Committee can understand it.

5. If grant funding is limited, not only does the competition between the Applications increase but also other considerations may be considered such as a Club's past level of contributions to the Rotary Annual Fund.

EVALUATION
Who makes the decisions?

1. The applications are judged by a Screening Committee made up of Club Foundation Chairs from each District Area and chaired by the District Grants Coordinator.

2. The District Foundation Committee reviews the Screening Committee's recommendation to ensure that proper protocol has been followed and to determine the final approval.

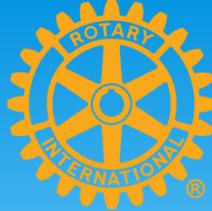# GRANT CYCLE
Deadlines and Reports

The Rotary Foundation

1. Two (2) club members must complete this Grants Management Seminar as well as the other club eligibility requirements by **April 30.**

2. Submit application by **May 15** for an initial review of completeness and clarity.

3. Application must be completed through the Grant Module no later than **June 1.**

4. Clubs will be notified of decision by mid/late July with funds likely distributed in early September.

5. Reports on progress and closeout of the Grant are required!
   - Progress report is due **February 1 (2026).**
   - Final report is due **May 30 (2026).** Final Report is to include reconciliation and receipts for all money spent and the return of any unspent funds. The Final Report will not be considered complete until all the grant monies are accounted for. Additionally, please include photos with Final Report so we may share the good work of Rotary.

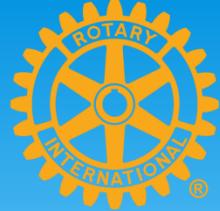*(Please note: If necessary, the work on a project may continue after May 30.)*

Stewardship is the responsible management and oversight of Foundation funds, including:

1. Supervision of Rotarians involved with handling of funds.
2. Review of financial records. Records and receipts must be maintained for five (5) years.
3. Oversight of funds. *(These funds were donated for humanitarian purposes and must be treated appropriately.)*
4. Request permission from the District Grants Chair or District Foundation Chair if need/want to make changes.
5. Report any irregularities. *(A conflict of interest exists when a Rotarian benefits financially or personally from the grant.)*

Resources

The Rotary Foundation

Michele Varuolo Cole /Carol Marcotte
District Grants Coordinator
grants@rotary7780.org

Aileen Dugan
District Foundation Chair,
aileen@aileendugan.com

District Foundation microsite: Drop-down tab
"Rotary Foundation & Grants" on
www.rotary7780.org

Special Rules for International Travel
See current Travel policies of The Rotary Foundation (detailed on the website)