



Foundation Grants Seminar

Module 3: District Grants

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Rotary District 7780
2021 - 2022

Objectives of this Module



1. Learn how to qualify to apply for a District Grant.
2. Learn when and how to apply.
3. Learn how your Grant application will be evaluated.
4. Learn reporting and financial requirements.

Examples of District Grants

15 Grants are underway in 2020 - 21, including:

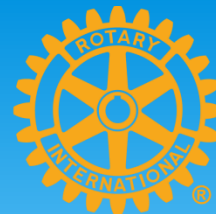


- Local Project working with town's community services department to purchase and install bike racks – Dover Club
- COVID19 Project to provide social distancing enhancement for The Gathering Place, day shelter – Brunswick Club
- International Project to provide educational equipment and initiate co-learning project for Cociuba Mare, Romania, Village School – Westbrook-Gorham Club

How to “Qualify” for a Rotary Grant

Annually, your Club must do six things!

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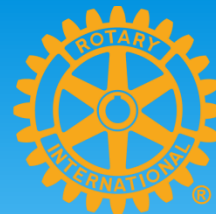


1. A minimum of one member must take the Grants Management Seminar **this year.**
2. Club must appoint a Club Foundation Chair and report name to District via input into ClubRunner.
3. Club must establish a goal to support the Annual Fund on Rotary.org’s Rotary Club Central (your Assistant Governor can help you with this).
4. For this grant year 2021 – 2022, the Club President **AND** either the Club President-Elect **OR** Club Foundation Chair must sign and implement the Memorandum of Understanding (MOU).
5. Club must be current with all District and RI dues.
6. Club must be current with all Rotary Foundation grant reporting.

How to Apply for a District Grant

Basic rules of engagement:

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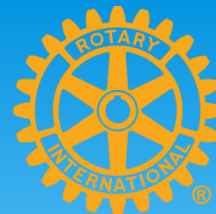


1. Clubs are encouraged to collaborate with the Lead Club submitting the grant application. “Lead Club” is the submitter of the application although more than one D7780 club may be participating with the same grant. The Lead Club and all D7780 clubs involved must be qualified (*as described on previous slide*).
2. Project must adhere to the Terms and Conditions for Rotary Foundation Grants (*this document link available on D7780 Foundation microsite - Resources*).
3. Projects must demonstrate active Rotary-member involvement and must be Rotary led.
4. Each club may submit only ONE District Grant application per Rotary year.
5. COVID-19 applications will be accepted. **This year** there will be no relaxation of any of the grant criteria.

How to Apply for a District Grant

Budget and Finance Clarification:

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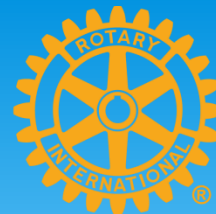


1. Club must contribute \$500 in club cash to the project (“small club” special grant requires a \$100 contribution). This contribution is to be included in the total grant budget.
2. Budget must be balanced, clear and concise. Including sufficient detail so that the Screening Committee can understand it.
3. Award amounts **this year** will typically be in the \$1,000 - \$4,000 range. Please be reminded that award amounts are a function of the funds available and number of submitted applications.

How to Apply for a District Grant

Your application will be evaluated on:

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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. Project must be new to the Club, lead to sustainability, and be meaningful to the community that it is intended to benefit.
3. Application must include a detailed promotional/public image plan in sufficient detail that the committee can understand it.
4. 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 previous commitment to the Annual Fund.

How to Apply for a District Grant

Special Rules for International Travel:

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Travel costs may be considered as a part of the grant application, provided that:

1. The travelers have read, agreed to, signed, and returned the District Foundation Travel Policy, and
2. Travel is permitted by the current travel policies of The Rotary Foundation (detailed on the website).

How to Apply for a District Grant

Who makes the decisions?

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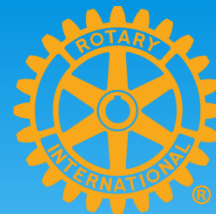


1. The applications are judged by a Screening Committee made up of Club Foundation Chairs and chaired by the District Grants Coordinator.
2. The District Foundation Committee reviews the Screening Committee's recommendation to ensure that proper protocol has been followed and to determine the final approval.

How to Apply for a District Grant

Deadlines and Calendar

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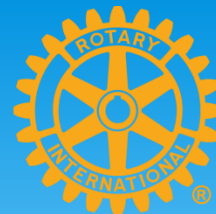


1. One club member must complete this Grants Management Seminar. This year's deadline is **May 23**.
2. Application must be complete, signed, and received by the District Grants Coordinator no later than **June 1**.
3. Clubs will be notified of decision by mid-July with funds likely distributed in early September.
4. Reports on progress and closeout of the Grant are required!
 - Progress report is due **February 1**.
 - Final report, with all money spent, is due **May 30**.
(Please note: If necessary, the work on a project may continue after May 30.)

How to Administer a District Grant

Stewardship and Closeout

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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 and oversight of funds. 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



Michele Cole
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District Foundation microsite: Drop-down
tab “Rotary Foundation & Grants” on
www.rotary7780.org