

Rotary District 6270 Global Grant Guidelines

Rotary 2026-2027

1. Introduction It is intended that this document will be updated each Rotary year and adjusted based upon past performance and current budgets.

This document outlines the policies and procedures for managing Rotary Global Grants (GG) within District 6270. It is intended to ensure compliance with [Rotary International guidelines](#) and the effective use of funds to achieve sustainable outcomes.

2. Global Grants Overview Global Grants support large international and US based activities with sustainable and measurable outcomes in Rotary's areas of focus. These grants fund humanitarian projects, scholarships, and vocational training teams (VTT). Each Global Grant must have a Sponsor club and a Host club. In most cases, the Sponsor will be from District 6270 and the Host will be from the locale where the project will take place - outside the USA.

3. Funding Sources Global Grants are funded by: District Designated Funds (DDF); Rotary Foundation World Fund (WF) match (80% of DDF contributions), and contributions from Rotary clubs and external partners. Projects range from \$30,000 - \$400,000 with WF awards ranging from \$13,333 to \$200,000.

4. Grant Qualification Requirements To qualify for a Global Grant:

- Clubs must have at least two members attend a District-hosted Global Grant Management Seminar annually.
- Clubs must enter into a [Memorandum of Understanding](#) (MOU) with Rotary International, outlining the minimum requirements for managing grants. Host Clubs and any participating Cooperation Organization must also enter into a MOU (See 13. below)
- Sponsor (in this case, from District 6270) and Host Clubs (from the locale where the project will take place - this must be outside the USA) must each appoint a committee of at least three persons to monitor the design and implementation of the project.
- Maximum DDF provided = \$25,000
- Grants to other Districts will be considered if they are reciprocating past support for our District projects.

5. Area of Focus Projects must align with one of Rotary's seven areas of focus:

- Peace and conflict prevention/resolution
- Disease prevention and treatment
- Water and sanitation
- Maternal and child health
- Basic education and literacy
- Economic and community development
- Supporting the Environment

6. Project Planning

- **Pro Tip** - Email the District International Service Chair to alert them of a potential project

- even if the project is still in the concept stage. This helps the District manage its budget.
- **Pro Tip** - Selecting a Host Club with Global Grant experience is strongly encouraged. The Host Club will:
 - Take the lead on the Community Needs Assessment
 - Control the funds
 - Assure compliance with RI bid requirements
 - Maintain required record keeping
 - Ensure compliance with local law
 - Assume Primary Responsibility for RI Reporting
 - Coordinate a Cadre visit if required.

7. Community Needs Assessment Before applying for a Global Grant, a [Community Needs Assessment](#) must be conducted with the Host Club to ensure the project addresses a genuine need and has community support. This assessment should involve community meetings, surveys, and interviews.

- **Pro Tip** – Sponsor Clubs are strongly encouraged to participate in the assessment. This builds a strong relationship with the host club and community.

8. Financial Management To avoid commingling with other funds, all funds must be managed by the Host Club in a separate bank account titled specifically for the Global Grant. The Host Club must maintain a financial management plan, including tracking income, expenses, and retaining financial documents for at least seven years.

The District wants to encourage many clubs to collaborate on Global Grants. The Goal is for the District to match all District club funds 2:1 up to a maximum DDF contribution of \$25,000.

9. Monitoring and Evaluation Projects must include in their budget a monitoring and evaluation plan to track progress and measure outcomes. Baseline data must be collected before starting, and data should be collected and evaluated throughout the project to ensure goals are met. (See 13. below)

10. Application Process To apply for District 6270 DDF for a Global Grant:

- **Pro Tip** - Email the District International Service Chair to alert them of a potential project even if the project is still in the concept stage. This helps the District manage its budget.
- The application process can begin before requesting District DDF to obtain a project number and must be completed within one year after the grant number is received. The Application may be changed prior to submission to RI.
- Complete a [Preliminary Project Information Form](#) and submit it to the International Service Committee Chair.
- Upon District Governor approval of the DDF allocation, complete the online application on the Rotary Foundation website.
- **Pro Tip**. Most Global Grant applications require investment of some funds to collect data and develop the project. This may require the use of club funds as no Global Grant funds can be spent until a grant is approved by Rotary International.

11. Reporting Requirements Clubs must adhere to Rotary Foundation reporting requirements, documenting the project's outcomes and financial expenditures. Progress Reports must be submitted every twelve months during the life of the grant. A Final Report is due within two months of completion of the grant. An audit by a Rotary Cadre may be carried out if the project is selected, which can require considerable effort and funding from the Host and Sponsor Clubs.

12. Partnering with Other Organizations Rotary clubs are encouraged to partner with other organizations, including NGOs and other community-based groups, to leverage additional expertise and resources.

Pro Tip. The Global Grant scope should be well defined and reach the project's goals. For example: A water project where the Global Grant builds the distribution network after another partner drills a well is preferred instead of a Global Grant that drills a well and relies on a partner to complete the distribution network. The reason is if the partner fails to deliver the Rotary funds have limited or no community benefits.

13. Resources Further resources are available on the [Global Grants page](#) on the Rotary International website, including:

- [Memorandum of Understanding:](#)
- [Areas of Focus Policy Statements:](#)
- [Community Assessment Tools:](#)
- [Global Grant Monitoring and Evaluation Plan Supplement:](#)

14. Contact Information For additional guidance or to submit forms, contact:

- District 6270 International Service Chair: michaelwpaddock@gmail.com

Example Funding Scenario

Example Project Funding

\$6500 – Sponsor Club

\$5000 – from 10 other District Clubs, each contributing \$500.

\$23,000 – District Funds (2x \$11,500 club funds)

\$18,400 - RI match at 80% of District funds

\$1000 – Host Club contribution

\$53,900 – Total Project Funding

Example Project Budget

\$5000 – Project Management (maximum of 10%)

\$3000 – Monitoring and Evaluation (maximum of 10%)

\$5000 – Training

\$40,900 – Materials/Equipment for Implementation

\$53,900 – Total Project Budget