

## DISTRICT 9910

### TERMS AND CONDITIONS FOR ROTARY FOUNDATION DISTRICT GRANTS 2020-21

#### Objective

The objective of a **Rotary Foundation District Grant** is to enable clubs to support the Rotary Foundation's mission; *(enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty)* by supporting clubs to carry out a small project which address an immediate need identified in their local community, or overseas within our district.

**This year, District 9910's main objective for District Grants is to strengthen Rotary's profile in the club's local community through the funding of a local project.**

District Grants are funded by The Rotary Foundation (TRF) and will generally match club contributions at 100% ("dollar for dollar").

District 9910 will have available up to NZ\$40,000 (\$2000 max per club) for distribution as District Grants in the 2020/21 Rotary year.

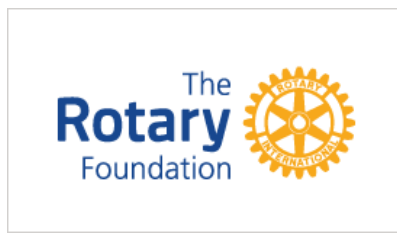
#### How to Apply

Clubs must be qualified to receive District Grants. Requirements for qualification are:

1. Clubs must submit a signed Club Memorandum of Understanding (MOU)
2. Clubs must have contributed to the Foundation Annual Fund at least once over the past three years
3. Clubs must have entered their Rotary Foundation goals on [www.rotary.org](http://www.rotary.org)
4. All Rotary International and District dues must be paid up to date
5. A Club representative must have:
  - a. Completed the online 'Grant Management Seminar' found in the Learning Centre of My Rotary **OR**;
  - b. The President-Elect attended both Presidents-Elect Training Seminar (PETS) and South Pacific Presidents-Elect Training (SPPETS) for the 2020-2021 year **OR**;
  - c. A club member is an active, participating member of the District Foundation Committee
6. Qualification is required for **each** Rotary year

Complete the **District Grant Application Form 2020-21** and send it to Roy Dykes [roy@dykes.co.nz](mailto:roy@dykes.co.nz),  
Chair – District 9910 District Grants Committee

**Applications for the 2020-21 Rotary year will close on 30 September 2020.**



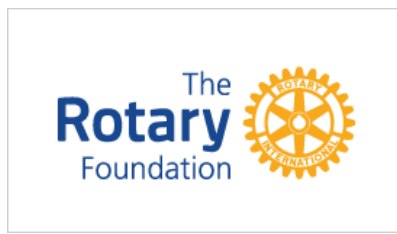
## District Grant Guidelines

- Any club applying for a grant must have a signed MOU with the District and be qualified
- Email applications are preferred
- The project budget must show how the project is to be fully funded
- Clubs will generally match any grant application request \$ for \$
- Grants will be capped at \$2000 per application.
- A clear audit trail **MUST** be maintained for all grants. Receipts for goods and services must be retained for submission with the project completion report.
- Clubs requiring more information before lodging an application should contact a member of the District Grants Committee (see below), who will be happy to help or advise.
- District Grant projects must be completed within the current Rotary year (before 30 June 2021), and the final report submitted by **1st August 2022** to 9910 District Grants Sub Committee Chair.
- Applicants will be notified of the decision, before 30 October 2020, and reasons for declining an application will be given.

## Selection Criteria

Selection criteria of the Club District Grant application will be applied as follows:

1. The project should be seen and promoted as a Rotary project with the objective of increasing the profile of your club within your community. The grant may not be used to partially fund a project which is not 100% identifiable as a Rotary project. The Rotary logo should be displayed.
2. The project should, wherever possible, involve the active participation of club members.
3. The sponsoring club should have effective control of the funds and arrange purchase of equipment and services.
4. Receipts for goods and services (and in the name of the sponsoring club) must be submitted with the project completion report.
5. District Grants should avoid simply being handed over to another/alternative charitable (fundraising) organisation.
6. Grants should be allocated to new specific projects rather than to support an existing on-going programme.
7. Grants should not be used for excessive support of any one beneficiary.
8. Projects should be sustainable and able to continue independently without the on-going support of the Rotary Foundation.
9. Portable electronic devices will not be considered.
10. Grants must produce a tangible asset and may not be used to fund events.
11. Only one grant per club will be made, unless the total of all applications is undersubscribed. If a club does submit two applications, these applications should be ranked in priority by the club.



## Handover of funds

Once the District Grant project has been approved, the funds will be applied for from TRF in Australia. Once these are received the club should request payment of the funds by the District 9910 TRF Treasurer with bank account details so the funds can be deposited directly into the club's project account.

## Reporting

Once the project is completed, the club must complete a two-page report about the project (with photos) including financial receipts for goods and services which is sent to Roy Dykes [roy@dykes.co.nz](mailto:roy@dykes.co.nz), Chair – District 9910 District Grants Committee with a cc: to Peter Smith [pcsmith.rotary@gmail.com](mailto:pcsmith.rotary@gmail.com), District 9910 Rotary Foundation Chair by **1st August 2022**.

For further information contact the District Grant Committee:

<b>Roy Dykes</b>	<b>Murray Orr</b>	<b>Bronwyn Ellison</b>
Chair	Committee member	Committee member
<a href="mailto:roy@dykes.co.nz">roy@dykes.co.nz</a>	<a href="mailto:murray.sue.orr@xtra.co.nz">murray.sue.orr@xtra.co.nz</a>	<a href="mailto:bronwyn@otsl.co.nz">bronwyn@otsl.co.nz</a>
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