

## DISTRICT GRANTS Guide lines -July 2016

1...REMEMBER WHEN WE TALK ROTARY YEAR WE ARE REFERRING TO JULY 1 TO JUNE 30<sup>TH</sup>--- NOT A CALENDAR YEAR.

2...THE GRANTS FOR THIS ROTARY YEAR OF 2016--2017 ARE STILL OPEN AS... CLUBS ARE NOTIFIED BY EMAIL WHEN THEY ARE CLOSED.

3...REMEMBER ALWAYS FIRST COME FIRST SERVED—TO BE CONSIDERED REQUEST MUST MEET AT LEAST ONE ROTARY AREA OF FOCUS.

4...THE PRESIDENT ELECT SHOULD HAVE FOUNDATION CHAIRS APPOINTED FOR THERE UPCOMING YEAR AND HAVE THEM ATTEND THE FOUNDATION TRAINING WHEN IT TAKES PLACE IN VARIOUS AREAS. THE MOU SIGNATURE CAN OCCUR AS A RESULT OF ANY FOUNDATION TRAINING SESSION

5...GRANT REQUEST MUST COVER AT LEAST 1 OF THE 6 AREAS OF FOCUS OF ROTARY. Peace and conflict

Disease Prevention

Water and sanitation

Maternal and child health

Basic education

Literacy

6...REMEMBER --MOU MUST BE SIGNED AFTER THE TRAINING SESSION HELD BY THE PRESIDENT ELECT AND THE PRESIDENT

7...PLEASE NOTE THIS IS VERY IMPORTANT ... CLUB MUST HAVE CONTRIBUTED TO ROTARY FOUNDATION IN THE PREVIOUS YEAR.

8...PROJECT MUST BE COMPLETED IN THE ROTARY YEAR.

9...DO NOT SPEND YOUR CLUB FUNDS UNTIL YOU ARE ADVISED THAT YOUR GRANT IS APPROVED.

10..BEFORE WE CAN ISSUE CHEQUES TO CLUBS WE MUST HAVE A NOTICE OF COMPLETION—THIS CAN EVEN BE A THANKYOU LETTER FROM THE RECIPIENT, COPY OF THE CLUB CHEQUE OR A PAID INVOICE.

11..ATTACHED IS THE FORMAT TO BE USED BY CLUBS FOR SUBMITTING THEIR REQUEST.

REMEMBER---*IT IS SO IMPORTANT TO HAVE MEMBERS CONTRIBUTING TO FOUNDATION AS WE DISCUSSED IF WE WANT FUNDS COMING BACK TO DISTRICT FOR US TO USE TO WORK WITHIN OUR COMMUNITIES.....*

*MANY THANKS FOR ALL THE WORK YOU ALL DO WITH ROTARY*

*Paula Hiltz—District Grants Chair*

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