

# Tricks and Traps when applying for a District Grant

*The information below is provided to enhance your application. Rotarians applying for a Rotary Foundation Grant in District 9670 are encouraged to review this information to ensure they meet all requirements in their application. Thanks is extended to PDG Janette Jackson for developing this list of “tricks and traps”.*

- A Club, not an individual, makes the application.
- To receive a grant, a Club must be qualified. If in doubt, ask the Sub-Committee Chair. To gain qualifications, let the Sub-Committee Chair know, and the wheels will start to roll.
- A project must have Club members involved.
- A project may be in the local community, or may benefit a community in another part of Australia or overseas.
- A project must be in response to a community need.
- A project has to be a new one, but may be a new part of an on-going project.
- In the application form, there is a list of what can and cannot be done.
- D9670 looks for \$ for \$ contribution from the Club. Funds can come from other sources too.
- D9670 does not insist on the project being applied for in the previous year.
- D9670 does not insist on a project being one the TRF 6 Areas of Focus, but a project certainly can.
- Budget - compile a realistic list, with realistic prices.
- Key words: maintenance and sustainability!
- Making an application – it is good fun!
- Completing the project - the work and the reports - sometimes like pulling teeth!
- Grant approval - notification to the Club comes immediately, and there will be a letter with specific (easy to follow) instructions.

**Any other queries - contact the Sub-Committee Chair!**

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