

Congratulations from the Rotary District 9800 Foundation Committee for applying for a Foundation Scholarship. The Rotary Foundation is one of the top 10 charities in the world based on many aspects including accountability and the low level of administrative costs. Foundation does require that Schools and Clubs who are administering a Scholarship are accountable as to how funds have been spent. Reports at the end of each of the two school years covered by grant are required.

What does the Scholarship cover?

The scholarship can be used for textbooks and stationery, uniforms, camps, excursions, computers, Myki tickets, musical instruments and tuition costs and other course related costs.

Purpose

- To encourage talented and motivated young people facing financial barriers to successfully complete their Year 11 and Year 12 secondary education.
- To build strong relationships between local Rotary clubs and schools.

Guidelines for Awards

- Scholarships are awarded only through Australian schools, for use within Australia.
- Scholarships will be paid directly to the school.
- The scholarship can benefit one or two students, as determined by the school.
- Awards are intended for motivated, promising students entering Year 11 who are considered by the school to be financially disadvantaged.
- The school is required to account for the full \$1,000 at the end of each year (see Acquittal Process below).
- Upon approval of a Scholarship, one half of the grant (\$1,000) will be paid electronically to the school immediately. The second grant instalment of \$1,000 will be paid upon receipt of a fully completed acquittal report in respect of the first year of the grant period. The acquittal requirements are defined below.
- Rotary understands that some students may shun recognition for receiving what they may see as 'charity', so anonymity of beneficiaries is acceptable. The school may use its discretion in that regard.

Financial Governance

- Schools are required to keep a record of the expenses paid from scholarship funds and to certify to that expenditure as part of the Acquittal Process (see below)

Acquittal Process

- The school is required to submit an Interim Acquittal Report to the sponsoring club in November of the first year of the scholarship, and a Final Acquittal Report in November of the second and final year.
- Each Acquittal Report has three components:
 1. The Report
 2. The Financial Statement
 3. An official receipt addressed to the sponsoring club from the school for \$1,000 in reference to the *Rotary Foundation Year 11-12 Scholarship Grant* for each of the two years.
- Unspent monies are to be returned to the sponsoring Rotary Club by December 15th of the end of the second year of the grant.