

## A GUIDE TO DISTRICT GRANTS 2024-25

District 9800 Grants are available to support Rotary projects anywhere within Australia and overseas.

### TYPES OF GRANTS

1. **District Grants – Local Within Australia (DGL).** Are available for small community projects that may be delivered in the club's local community, or anywhere within Australia.
2. **School Scholarships – Year 11-12.** Available to support clubs that offer scholarships for deserving disadvantaged students embarking on Year 11 studies in 2025 (see separate Guidelines).
3. **District Grants – International (DGI).** Are for projects overseas, or projects in Australia that benefit either a country other than Australia or a person who is neither a citizen nor a resident of Australia.
4. **District Grants – International Scoping (DGS).** Are designed to fund an investigation into the potential for a project in a country other than Australia, where a potential Global Grant application is intended.

### CLUB ELIGIBILITY

*To be considered for a District Grant your District 9800 Rotary Club must:*

1. Be current in payment of dues to Rotary District 9800 and Rotary International
2. Have no outstanding Reports for District or Global Grants
3. Have had at least one club member attend a District Grants Seminar in July 2024

### APPLICATION FOR DISTRICT GRANTS - General Conditions

1. District Grants are designed for relatively small discrete projects where a Global Grant application will not be lodged.
2. Projects must comply with [The Rotary Foundation Terms and Conditions for District Grants](#). Clubs should review these guidelines before submitting a Grant Application to ensure that the project is eligible for grant funding.
3. Grants must support the mission of The Rotary Foundation, which is to enable Rotarians to advance world understanding, goodwill, and peace by improving health, providing quality education, improving the environment, and alleviating poverty.
4. Priority is given to club grant applications for which a 'Grant Intention Form' was lodged with and accepted by the Humanitarian Grants Committee in October each year.

5. Continuous support for any person, group of persons or entity is not eligible for District Grant funding.
6. If the project is to establish an ongoing program, the application must explain how the program will be sustainable within the community, without relying on further grant funding.
7. Grant approval must be obtained prior to committing project funds.
8. A Rotary club, Rotary entity or a Rotarian MAY NOT be the beneficiary of a Grant e.g. equipment or assets of any type that remain the property of the club or entity will not be funded, except in the most unusual of circumstances as adjudicated by the Grants Committee. Equipment or assets that are acquired for the purposes of a fundraising activity are not eligible for grant funding at any time.
  - a. Nb. A Rotarian or Rotary entity may be a supplier to a project funded by a District Grant. However payments to Rotarians or Rotary entities who act as a supplier of goods and services to the project will not be covered by grant funding, unless it can be demonstrated that the Rotarian or Rotarian entity was selected as the result of a competitive quote process, and the reasons for their selection are made clear and are acceptable to the Humanitarian Grants Committee and The Rotary Foundation.
9. A cash contribution to a project of another body IS NOT eligible for a matching Grant.
10. District 9800 Grant funding is matched to contributions from District 9800 clubs and D9800 only. Funds contributed to the project by non-D9800 clubs and non-Rotary organisations will NOT be matched. Nb. Funds donated to the project by Rotarians and other individuals as a result of club fundraising activities should be included in the funding section of the application as club contributions.
11. Contributions by multiple clubs must each be from discrete sources i.e. a single source of funding, if channelled through a number of clubs, will be treated as a single club contribution.
12. Projects must actively engage Rotarians. This could be either, or all, the following: the design and planning, dedicated fundraising, governance or implementation of the project.
13. Grants will be cancelled where:
  - The project is not commenced within 12 months of the date of approval of The Rotary Foundation, or where
  - The project is not completed within 24 months of the date of approval of The Rotary Foundation.
14. The application must include details regarding how this project will be publicised, internally within Rotary, **and** importantly, externally to promote the work of Rotary and The Rotary Foundation to the community. **Publicity must include reference to the project being delivered with the support of a district grant from The Rotary Foundation.**
15. Applications are to be submitted on the correct forms available on the District website. They are to

be typed, signed, scanned and submitted via email as a .pdf document to [foundation.grants@rotary9800.org](mailto:foundation.grants@rotary9800.org) Forms must not be altered.

16. Applications must be accompanied by evidence supporting the project budget, such as supplier quotes, budget worksheets etc.

## DISTRICT GRANTS – LOCAL WITHIN AUSTRALIA (DGL) – Specific Conditions

1. Are for small community projects that may be delivered anywhere within Australia. Collaboration between clubs is encouraged and priority is given to projects involving more than one club.
2. A fully completed Memorandum of Understanding (MOU) setting out the commitments and responsibilities of the partners to the project is advised when partnering with government or commercial enterprises and may be requested by the Grants Committee when considering a grant for such a project.
3. To qualify as a 'Multi-Club Grant' projects must:
  - a. Be funded by contributions from each of the clubs from their individual fundraising activities, (E.g. a single source of funding, if channelled through a number of clubs, will be treated as a single club contribution) and
  - b. Actively engage members of the contributing D9800 Rotary clubs in the design and planning, governance and/or implementation of the project.

### DGL GRANT FUNDING LIMIT - SINGLE CLUB GRANT

Grants are from \$1,000 up to a maximum A\$3,000, and match D9800 Club contributions on a **1:1 basis** e.g. Club contributes \$1,000, Foundation contributes \$1,000.

### DGL GRANT FUNDING LIMIT - MULTI CLUB GRANT

To encourage more impactful projects a matching grant on a **1:1 basis** will be available up to \$4,000 per D9800 club (Maximum total grant \$12,000) when more than one Rotary club is engaged both financially and actively in the project. Minimum total grant value is \$1,000 per D9800 club.

### SCHOOL SCHOLARSHIPS YEAR 11/12

Foundation Scholarship Grants of \$1250 matching a D9800 club contribution on a **1:1 basis** are available to support clubs offering scholarships to deserving disadvantaged students, as identified by the partner school, who are embarking on Year 11 studies in 2024. See separate guidelines for these grants.

## DISTRICT GRANTS – INTERNATIONAL (DGI) – Specific Conditions

1. DGIs are grants for projects overseas or in Australia that benefit residents of a country other than Australia. Beneficiaries may not be Australian citizens.
2. DGIs require an international partner - an overseas Rotary District, Rotary Club or a third-party

organisation with demonstrated capability in the benefitting geographic area. Preference will be given to projects with an overseas Rotary partner.

3. The project must fall within one of the seven [Areas of Focus](#) as described in The Rotary Foundation Guidelines and must clearly define how the project enlists local community engagement and what will ensure its sustainability.
4. Applications must be accompanied by a fully completed Letter of Participation (LOP) on the prescribed form.
5. The application must explain how funds will be managed in accordance with the requirements of the District 9800 Letter of Participation (LOP), that outlines the responsibilities of the local and international partners.

### DGI GRANT FUNDING LIMIT

Grants are from \$1,000 up to a maximum A\$8,000 and match D9800 Club contributions on a **1:2 basis** e.g. Club contributes \$2,000, Foundation contributes \$1,000.

## DISTRICT GRANT - INTERNATIONAL SCOPING GRANTS (DGS) – Specific Conditions

1. Designed to fund an investigation into the potential for a project in a country other than Australia where it is intended to apply for a Global Grant. The investigation must have as its outcome a completed community assessment as required by Foundation Global Grant Guidelines. The completed community assessment must be submitted together with the final report when claiming payment of the grant.
2. Applications for a DGS must be lodged before any financial commitment is made by the Lead club or any club in a consortium of participating clubs.
3. Multi-club involvement and volunteer visits to the community under consideration is encouraged. However only one International Scoping Grant is available per intended Global Grant project.
4. In the event of a consortium of clubs, the application for the International Scoping Grant must be lodged by the 'Lead Club', i.e. the club that will be the named 'International Club' or 'Host Club' in the Global Grant application.
5. The application for the DGS must describe the specific expertise brought to the project by the persons undertaking the scoping investigation that qualifies them to make a valid community assessment.
6. The grant will apply to the travel and accommodation expenses of a maximum of two participants and related initial project work.
7. Travel expenses are limited to economy class airfares to and from the country, accommodation expenses (including meals consumed at the place of accommodation and included on the bill for accommodation) and inter-city travel within the beneficiary country. All other expenses, including passports, vaccinations, intra-city travel and meals consumed outside the place of



accommodation are not covered by the grant.

8. The grant application must include a letter of invitation from the Host Rotary Club (i.e. the club in the beneficiary country) or Cooperating Organisation, inviting the Lead Club to visit and assist it with conducting a Community Assessment.
9. Applications must be accompanied by a fully completed Letter of Participation (LOP).
10. The Project Lead for the Lead Club must have completed, and all other participants on the scoping project are encouraged to complete, the Grant Management Seminar on My Rotary e-learning prior to lodging the DGS application.
11. Grants will only be considered where it is demonstrated that it is adequately supported in the host country, is funding people, preferably Rotarians, qualified to make a professional assessment and that financial resources towards a Global Grant will be committed by all participating clubs.

## DGS GRANT FUNDING LIMIT

Grants are from \$1,000 up to a maximum A\$6,000 per project, matching D9800 Club contributions on a **1:1 basis** e.g. Club contributes \$1,000, Foundation contributes \$1,000.

## REPORTING AND PAYMENT

### GRANT PAYMENT IS A PARTIAL REIMBURSEMENT OF D9800 CLUB PROJECT PAYMENTS

1. **Payment of Grants is made on completion of the project and AFTER receiving a satisfactorily completed District Grant report** form accompanied by scanned copies of all receipts for any item over \$A100 (US\$75) and a listing of all expenditure items (or invoices and evidence of payment) for items below that value

**The grant payment is a reimbursement of costs incurred, not an upfront funding of costs.**

The lead club **must pay all expenses** incurred in the project **before finalising their grant report and receiving their grant payment**. The lead club must therefore have sufficient funds on hand to complete the project **before** receiving their grant payment.

At the discretion of the District Foundation Committee (DFC), District Grants over \$3,000 may be paid 50% paid on approval and the balance paid upon receipt of a satisfactory final report. An additional Memorandum of Understanding (MOU) may be required for grants paid in advance.

**FOR DISTRICT INTERNATIONAL SCOPING GRANTS** a completed Community Assessment form is required on the prescribed form.

### FINAL REPORT MUST BE COMPLETE WHEN SUBMITTED

2. Club expenditure on the project is reviewed in the original application and checked again on receipt of the final report. The amount paid will be the agreed proportion of the actual eligible expenditure or the District Grant amount awarded – whichever is the lesser.

3. **The final report is to include evidence of the internal and external publicity given to the project in accordance with the plan laid out in the grant application.**
4. Grants will only be paid to the applicant (Lead) club. Payments will not be made by the Foundation to third parties.
5. The Lead Club (the club that completed and lodged the application) is responsible for the proper disbursement of grant funds in accordance with the rules of The Rotary Foundation, and is responsible for the prompt repayment to the District of any grant funds not properly disbursed or accounted for.
6. Any future grant funding for a club is dependent upon the presentation, on completion of the project, of a District Grant Project Report that is accepted upon review by the District Grants Subcommittee.
7. All reports are to be submitted on the correct forms via email to the Stewardship Committee: [foundation.stewardship@rotary9800.org](mailto:foundation.stewardship@rotary9800.org) . Reports must be submitted within thirty days of the completion of the project. Incomplete reports will not be accepted.
8. A progress report must be submitted no later than April 30<sup>th</sup> 2025 if the project will not be completed by June 30<sup>th</sup>, 2025.

## FURTHER INFORMATION

<https://rotarydistrict9800.org.au/sitepage/district-and-global-grants>

<https://grants.rotary.org/>

Grants provided to clubs through the District 9800 Humanitarian Grants Committee are subject to the Terms and Conditions of The Rotary Foundation. Refer: [Terms and Conditions for Rotary Foundation District Grants](#).