

District 9800 The Rotary Foundation Grants Seminar 2023

Grant Hocking

District Rotary Foundation Chair (DRFC)

Richard Blakeman

District Rotary Foundation Grants Chair (DRFGC)



Program

- Foundation overview Value and Funding
- Global Grants
- District Grants
- Stewardship governance requirements



ROTACTION

Together, we see a world where people unite and take action to create lasting change — across the globe, in our communities, and in ourselves.



The Rotary Foundation's Motto & Mission

"Doing Good in the World"

The mission of the Rotary Foundation is to enable Rotarians to advance world understanding, goodwill and peace by improving health, providing quality education, improving the environment, and alleviating poverty.













































PEACEBUILDING AND CONFLICT PREVENTION



PROMOTING





DISEASE PREVENTION AND TREATMENT



FIGHTING

PROVIDING





WATER, SANITATION, **AND HYGIENE**



CLEAN WATER

SAVING



MATERNAL AND CHILD HEALTH



MOTHERS & CHILDREN



COMMUNITY ECONOMIC DEVELOPMENT



GROWING

LOCAL ECONOMIES



BASIC EDUCATION AND LITERACY



SUPPORTING

EDUCATION



ENVIRONMENT

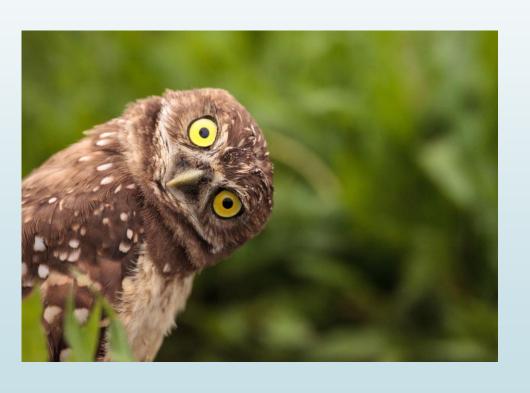


PROTECTING

ENVIRONMENT

The Value of the Rotary Foundation

Why should I or my Rotary Club support The Rotary Foundation?



What does it offer?

- My Rotary club
- My Rotary District
- The World







Successful Rotary Projects

Every Rotary Project anywhere in the world started with a Rotarian who had an idea

They developed that idea by using the powerful network of Rotary and the funding engine of The Rotary Foundation

To Make a Real Difference in the world



THE ROTARY FOUNDATION



Humanitarian Aid



THE ROTARY FOUNDATION



Education Programs



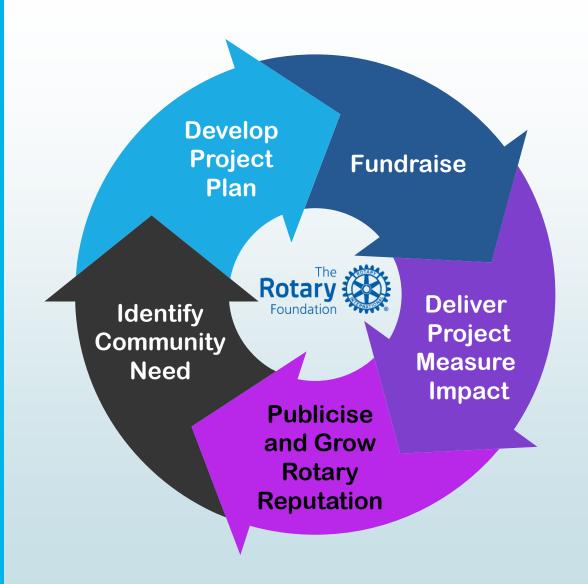


Building the Rotary brand through The Rotary Foundation

Focus on what your Club does and the benefits of doing so.

Every Project to INCLUDE the **ROTARY** Name.

Perception change to **ROTARY** doing!





A Foundation Grant?

- 1. Your projects / Our projects
- 2. Support for Grant applications
- 3. Leverage club funding
- 4. Projects are based on a community need
- 5. Linked to an Area of Focus
- 6. Higher level of Rotarian Engagement
- 7. Strengthen member commitment
- 8. Projects are sustainable
- 9. Building the ROTARY brand
- 10. Project learnings that are transferable to other Clubs/Districts
- 11. Encourage collaboration
- 12. Greater skills bank
- 13. Grow your Rotary network
- 14. A robust project governance structure
- 15. Increased trust and confidence in Rotary- Trusted brand



The Rotary Foundation

The Rotary Foundation couldn't do its great work without your support and the support of Rotary clubs.



Donate to the Rotary Foundation. Individuals and Clubs.

Support Rotary to make a difference.

Think Foundation First.



The Rotary Foundation

Think Foundation First.

There are several ways you can support The Rotary Foundation:

- Every Rotarian Every Year Donate any amount per year
- •Centurion Program AUD \$100 per year or \$25 per quarter
- •Polio Plus Society –us \$100 (AUS \$160)
- •Paul Harris Society US\$1000 per year or AUD\$130 per month
- •Benefactor Leave US\$1000+ in your will
- •Bequest Society Leave US\$10,000 in your will
- •Ensure that your **club** makes its annual donation to the **Annual Fund** and **Polio Plus**.

my.rotary.org/en/donate rotarydistrict9800.org.au

The Rotary Foundation



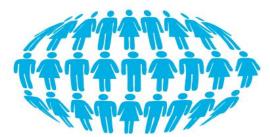
Donation to Annual Fund SHARE

Donation is invested for 3 years; growth supports Foundation operations.



SPENDING DECISIONS SHARED

World Fund (Trustee discretion)



GLOBAL GRANTS AND PROGRAMS* District
Designated
Funds (DDF)
(District discretion)



*Includes PolioPlus, Rotary Peace Centers, other districts, and the Endowment Fund (areas of focus)



Global Grants



Global grants support large international activities with sustainable, measurable outcomes in Rotary's areas of focus. By working together to respond to real community needs, clubs and districts strengthen their global partnerships.



Global Grants support - bigger, better, bolder



Global Grants can fund:

- > Humanitarian projects
- Postgraduate Scholarships
- Vocational Training Teams

Minimum project size = \$US30,000

Qualification:

Both the district or club in the country where the activity is carried out, and the international partner, district or club, must first become qualified before applying for a global grant.





Our Areas of Focus - Our critical causes



Peacebuilding and conflict prevention



Fighting disease



Water, sanitation, and hygiene



Maternal and child health



Basic education and literacy



Community economic development







Let the District Grants committee know what you are planning.

We can provide advice and help guide you in the right direction.



What makes a successful Global Grant?





Read the Guide to Global Grants





2
PARTNER TO
MAXIMIZE
YOUR IMPACT

Culture and the second of the second

3
PLAN YOUR
GLOBAL GRANTFUNDED PROJECT

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representation Collect translate data and fields have you'll measure the impact of
your project Crease a resiliate hadge.

Read the relevants chapters

4
APPLY FOR A
GLOBAL GRANT

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account filter our guide to create use.

5
IMPLEMENT,
MONITOR,
AND EVALUATE
YOUR PROJECT

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6
REPORT YOUR
PROGRESS AND
OUTCOME

Retary needs to know how your project is doing and the impact it's made so
that we can inscure and publicies the positive dutage or nade in the worl.
Out of effective project image are in Algorithm of the control of the project in a superior in a

https://my.rotary.org/en/document/guide-global-grants

Global Grant - D9800 prerequisite

Global Grant Qualification requirement for District 9800 Clubs:

- Undertake Grant Management Seminar in the Rotary E-Learning Centre
- Compulsory for Project leader
- Preferred for all project team members (recommend more than 1)
- Excellent up to date resource

Website:

https://learn.rotary.org/members/learn





Successful Global grant applications

Rotary members must be actively involved in all global grants, and all projects must comply with the Terms and Conditions for Rotary Foundation Global Grants

YOUR PROJECT MUST:

- Have a long-term, sustainable impact
- Include activities that align with the goals of one of Rotary's areas of focus
- Have a minimum budget of \$30,000
- Address an important need identified by the community
- Strengthen the community's capacity to address its own need
- Must have an MOU with the Foundation and lodge with grants committee

If not it may be eligible for a District grant or other funding options.



Successful Global grant applications

YOU MUST:

- Qualify your club or district for global grants every year
- Actively involve the benefiting community in the project
- Partner with a club in another country- maximise your impact
- Act as primary sponsor of no more than 10 active global grants at a time
- Develop a project plan that includes a budget and a financial management plan
- Raise funds
- Apply for a grant through the Grant Center
- Stay up-to-date in reporting for all active grants

Monitor and evaluate / Financial transparency / Reviews, Visits and Audits

For humanitarian projects and those that involve vocational training teams:

- Conduct a community assessment before applying
- Measure progress toward the outcome



Global Grants

District International Scoping Grants (DGS)

- To assist with community assessments for Global Grant applications, where the project is outside Australia
- Grants are from to a maximum of \$6,000
- Financial contributions from D9800 clubs matched dollar for dollar
 - Gather information about the project- engagement, costs, capacity of local suppliers, trades....
 - Complete a community needs assessment



How are Global Grants funded:

- Minimum project budget = \$30,000
- World Fund provides minimum of US\$15,000 and a maximum of US\$400,000
- Clubs contribute cash and Districts contribute from their DDF.
 - Approved by our District Grant committee
 - Other Rotary districts can do the same for their clubs if they partner with you on the project.
- RI matches at 80% of DDF contribution.
- District 9800 as a guideline the common contribution to Global Grants is US\$5k to \$10k depending on size of project and funds available
- Discretion can be applied by the District Foundation committee.



How are Global Grants funded:

- Require a partnership with a 'Host Club' in the targeted country
- At least 30% of the cash contribution must come from outside the Host District.
- Administered by Host and International Clubs under the supervision of The Rotary Foundation
- Global grants can also be funded with endowed earnings and directed gifts

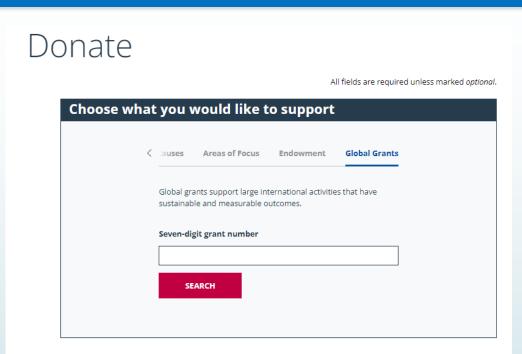
How are Global Grants funded:

Rotarians and third parties can donate directly to a Global Grant via the My Rotary website. my.rotary.org/en/donate



- Rotarians sign in
- Non-Rotarians 'Continue as Guest'.

The Donor will get an Australian tax-deductible receipt.





Summary

- Funds available depend upon donations to TRF- your giving can make a difference
- They are readily available for qualifying projects
- Well planned and resourced
- Encourage Service and Collaboration
- Critical to the continued growth of Rotary





Summary

The Rotary Foundation couldn't do its great work without your support and the support of Rotary clubs.

Donate to the Rotary Foundation. Individuals and Clubs.

Support Rotary to make a difference.

Think Foundation First. and Apply for Grants





District Grants

From The Rotary Foundation

Richard Blakeman

District Rotary Foundation Grants Chair (DRFGC)

What we will cover

- Why consider a grant?
- Club and project eligibility
- Types of District Grants
- Policies, terms & conditions
- How to apply for a grant
- Stewardship
- Where to get more information

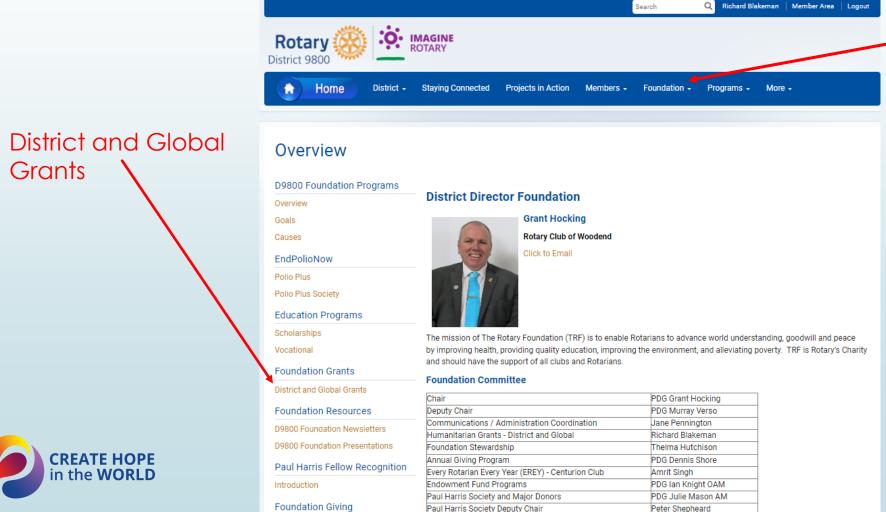






Where to Get More Information?

The District 9800 Website





Foundation



Where to Get More Information?

The District 9800 Website





District Grant Applications





The Rotary Foundation (TRF) Rotary District 9800

A GUIDE TO DISTRICT GRANTS 2023-24

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

TYPES OF GRANTS

- 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.
- School Scholarships Year 11-12. Available to support clubs that offer scholarships for deserving disadvantaged students embarking on Year 11 studies in 2024 (see separate Guidelines).
- 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 on District or Global Grants
- 3. Have had at least one club member attend a District Grants Seminar in June or July 2023



Why Bother with A Foundation Grant?

- 1. Leverage club funding
- 2. Encourage collaboration
 - Greater skills bank
 - Improved quality of projects
 - Grow your Rotary network
 - Strengthen member commitment
 - Strengthen Rotary
- 3. Provide a robust project governance structure
 - Increased trust and confidence in Rotary





Humanitarian Grants

The amount of funding available for Grants each year is dependent upon the volume of your club and individual donations three years prior

- 25% of the Annual Fund Share contributions available for District Grants
- 25% of the Annual Fund Share for D9800 support for Global Grants
- Balance available to the World Fund

District
Designated
Fund (DDF)





Types of Foundation Humanitarian Grants

The Four Types of District Grant in D9800

- 1. District Grants Local within Australia (DGL)
- 2. District International Grants (DGI)
- 3. District International Scoping Grants (DGS)
- 4. District Year 11-12 Scholarship Grants





District Grants are administered by the District 9800 Grants Committee under the supervision of The Rotary Foundation in compliance with the Terms & Conditions of The Rotary Foundation and District 9800 Policy

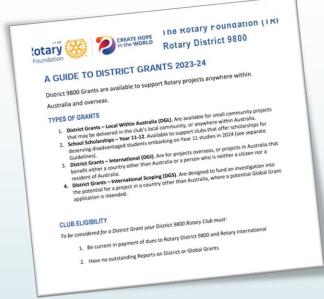
- For smaller activities
- Local With Australia or International
- Easy application process
- Clubs must be qualified





Clubs Must Be Qualified to be Considered for a D9800 Foundation District Grant

- Be current in payment of dues to Rotary District 9800 and Rotary International
- Have no overdue reports on District or Global Grants
- Have at least one club member attend the most recent Foundation Grants Seminar
- Be a District 9800 Rotary Club







Types of Grants

District Grants

- Managed by the lead club in accordance with the grant conditions
- Minimum Project Value A\$2000 (Local) and A\$3,000 (International)
- Attract matching Foundation Grants from the District managed 'Block Grant'
- District 9800 can apply for 'Block Grant' funding only once per year (known as 'The Spending Plan')





District Grants – General Conditions

- Compliance with The Rotary Foundation T&Cs
- Must support the Mission of The Rotary Foundation
 - "To enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty."
- Must be for a new and discrete project with a defined completion date. Programs must be sustainable
 - If the grant is to establish an ongoing program, the application must define how that program will be sustained after the establishment phase ends





District Grants – General Conditions

- Grant approval from The Rotary Foundation must be obtained before committing funds. This is sought through the D9800 Humanitarian Grants Committee
- D9800 grant funding matches funding from D9800 clubs only
- Projects are required to actively engage Rotarians
- Projects must commence within 12 months of grant approval by TRF and must be completed within 24 months of approval



Publicity plans must be included with the application



District Grants – General Conditions

- Funding is limited
- Grant funding offered may vary depending upon available funds
- A club may apply for 1 District Local Grant and 1
 District International Grant in the first six months of the Rotary year.
- After that first come first served until funds run out
- Grants paid after final report received







District Grants Local Within Australia (DGL)

 For small community projects delivered anywhere within Australia



- Active engagement essential.
- Rotarian, Rotary club or Rotary entity may not be the beneficiary of a grant.
- Larger grants are available where more than one club is actively and financially engaged
- MOU may be requested, when partnering with government or commercial entities





District Grants Local Within Australia (DGL) Grant Funding Available

Grant funding is offered to match D9800 club funding on a \$1:\$1 basis:

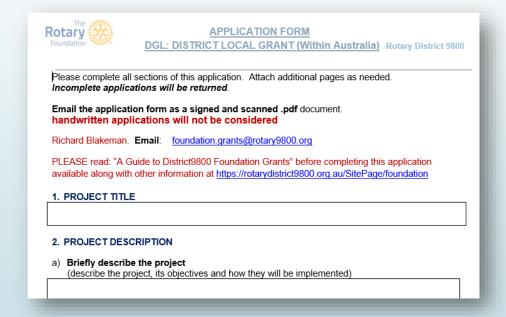
- Single Club Grants: Maximum Grant available \$3,000
- Multi-club Grants: Maximum Grant available \$4,000 per club up to an overall maximum \$12,000





District Grants Local Within Australia (DGL) How to Apply

- 1. Read "A Guide to District Grants 2023-2024"
- 2. Complete an "Application Form DGL: District Local Grant (Within Australia)"
- 3. Have it signed and dated by the Club President
- 4. Scan the form and email it to the Chair of the Humanitarian Grants Committee







District Grants Local Within Australia (DGL) Your application must be accompanied by:

- 1. Quotes and/or budget worksheets in support of the total planned budget
- 2. Your Promotional Plan, internally and importantly, externally.
 - Promoting Rotary and your club
 - Promoting the Rotary Foundation
 - Promotion by Program Partners is especially valued





District International Grants (DGI)

- 2
- For discrete projects where there will not be a Global Grant application



- Any overseas project. Australian citizens may not be a beneficiary
- Require an international partner Overseas Rotary District or Club preferred

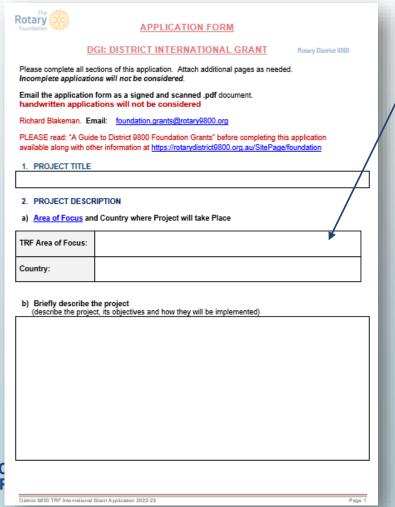


- Must fall within one of the seven Areas of Focus of The Rotary
 Foundation
- Must be accompanied by a fully executed Letter of Participation (LOP)





District International Grants (DGI)



Areas of Focus

- Promoting peace
- Fighting disease
- Providing clean water, sanitation and hygiene
- Saving mothers and children
- Supporting education
- Growing local economies
- Protecting the environment



10000020			
and	HOST ROTARY CLUB	named:	
and COOPE	RATING ORGANISATION	named:	

SUBJECT	Grant Title:	
Market Market	Project Location:	

PURPOSE OF THIS DOCUMENT

A cooperating organisation: is any reputable non-Rotary organisation that provides expertise, infrastructure, advocacy, training, gdycatigq, and/or other support for the grant project. Cooperating organisations must comply with all reporting and auditing activities required by the Rotary Foundation and provide all receipts and proof of purchases.

This document serves to establish a framework of cooperation and agreement between the

This document serves to establish a framework of cooperation and agreement between the aforementioned parties as it pertains to the implementation of a project financed by a Rotary Foundation Grant.

PRIMARY CONTACTS FOR EACH PARTICIPATING ENTITY

Name		
Email		
Contact for: HC	ST ROTARY CLUB	
Name		
Email		

INDERSTANDING

- All parties affirm that this Grant is initiated, controlled, and managed by the Rotary Club(s) and /or District(s) involved in the project
- The Rotary Club(s) affirm that the Cooperating Organisation (if applicable) is reputable and responsible and acts within all governing laws or the project country

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District International Grants (DGI) Grant Funding Available

Grant funding is offered to match D9800 club funding on a \$1:\$2 basis*:

Single and Multi-Club Grants

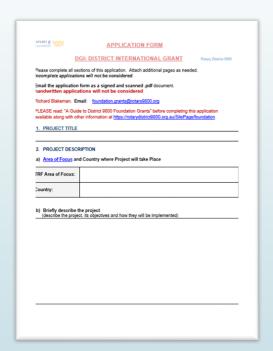
- Minimum Grant value \$1,000, minimum project \$3,000
- Maximum Grant \$8,000

*e.g. Club contributes \$2,000, Foundation contributes \$1,000

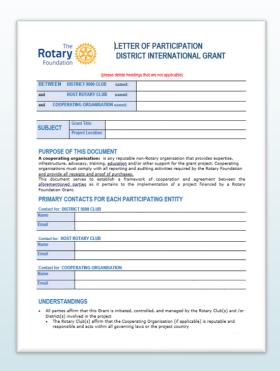




District International Grants (DGI) How to Apply



- 1. Read 'A Guide to District Grants 2023-2024'
- 2. Complete an 'Application Form DGI: District International Grant '
- 3. Have it signed and dated by the Club President
- 4. Complete a Letter of Participation
- 5. Have it signed by the representatives of all partners in the project
- 6. Scan the forms and email them to the Chair of the Humanitarian Grants Committee







District International Grants (DGI) Your application must be accompanied by:

- 1. Quotes and/or budget worksheets in support of the total planned budget
- 2. Your Promotional Plan, internally and importantly, externally.
 - Promoting Rotary and your club
 - Promoting the Rotary Foundation





District International Scoping Grants (DGS)

- To fund an investigation into the potential for a Global Grant
- Proposed project must align with one of the Seven Areas of Focus
- Outcome will be a fully completed Community Assessment
- Participants must have expertise in the subject disciplines that equips them to make a valid community assessment
- Project Leader must first complete the Grants Management
 Seminar on My Rotary. Lead club must be the applicant.
- Participation of the local community essential
- Participation of an international partner essential
 - Funds travel and accommodation for up to two people
 - Permissible to do some project work as part of the grant





District Year 11-12 Scholarships



Purpose

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







District Year 11-12 Scholarships

Description

- Up to 10 District Grants of \$1,250 will be available in late 2023 to support clubs that offer scholarships for the 2024-2025 school years
- Each scholarship offered to a school is to be for \$2,500, \$1,500 for Year 11 and \$1,000 for Year 12, made up of a Club contribution of \$1,250 and a matching \$1,250 D9800 Foundation Scholarship Grant.
- The scholarships are to be used for the same student(s) each year.
- Applications for a scholarship are to be made using, *District 9800*Foundation Scholarship Application
- Clubs will be invited in September 2023 to apply
- Club must claim grant payment at the end of each school year





Grant Supported Projects in 2022-2023

Club	Country	Description (AoF)		Project Total \$A		Block Grant DDF \$A
Bendigo South	Cambodia	Developing Schools Organisation	\$	3,000.00	\$	1,000.00
Richmond	Australia	Richmond High School Musical Instrument	5	7,000.00	\$	2,500.00
Keilor East	Cambodia	Toilet Block Hun Sen Angkor Thom HS Siem Reap	\$	16,500.00	\$	5,500.00
Werribee	Philippines	Orphanage School Classroom Equipment Project	\$	15,000.00	\$	5,000.00
Brighton North	Australia	Bayside Recycle Regatta	\$	4,306.00	\$	2,500.00
Balwyn	Cambodia	Battambang Market Stalls	\$	25,400.00	\$	6,000.00
Essendon	Australia	Sunscreen for the Homeless	\$	3,000.00	5	1,500.00
Carlton	Afghanistar	Education for Afghan Women and Girls via an Online Porta	\$	10,000.00	\$	5,000.00
Hawthorn	Cambodia	Hospital supplies for Kampong Speu Hospital	\$	7,075.00	5	2,358.00
Brighton North	Cambodia	Cambodian Village Toilet Renovation	\$	18,018.00	\$	6,000.00
Bendigo	Australia	Well-being Project for Flood Affected Rochester Vic	\$	12,600.00	\$	6,000.00
Wyndham Harbour	Australia	Birthing Kits for Third World Countries	\$	2,000.00	\$	1,000.00
District 9800	Timor Leste	Furniture for East Timor Schools	\$	9,700.00	\$	3,900.00
Wyndham Harbour	Australia	Peace Essay Competition for Primary School Children	\$	2,000.00	\$	1,000.00
Brighton North	Australia	Big Serve Bayside	\$	8,000.00	\$	4,000.00





District Grants – Approval Timetable

District Grants from July 1st, 2023

Grant applications received between July 1st and October 31st 2023

- Reviewed by D9800 Grants Committee at monthly meeting
- Club will receive an acknowledgement that the Committee has accepted the application for inclusion in the 'Block Grant' (Spending Plan).
- Submitted with the Block Grant in November 2023
- Club advised of outcome by end of November 2023 together with Stewardship Requirements.





Dist





DISTRICT 9800 FOUNDATION DISTRICT GRANT INTENTION 2023-2024

CLUB NAME:		

District or Global Grant Details

(If expecting to apply for more than one Foundation Grant, please complete a separate form for each prospective grant).

What type of Grant are you planning?	District Lo Communit Please tick		Distri	ct Scop	ping
Note: One Grant Type Only Please					
	Likely <u>TOT</u>	AL PROJECT BUDGE	<u>T</u> \$		
Brief description of the intended project:					
Do you expect additional D980	0 clubs to co	ntribute? How mar	ny?		
Expected Project Start Date:	/ /	Expected Comple	tion Date:	/	/
Primary Project Contact:	Name:				
	Club role:				

N.B. Rotary Clubs must be qualified to access Foundation Grants. This means that one or more representatives from your club will have attended a 2023 Grants Seminar in June or July 2023. Clubs must also be current in the payment of dues to Rotary International and Rotary District 9800 and have no outstanding interim or final reports on District or Global grants.

Club considerii

- Don't have all t Rotary year
- Submit a Grant
- If your form is
 November to 's
- You must lodge lapse.

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/ by October 31st 2023

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District Grants – Approval Timetable

District Grants from July 1st, 2023

Grant applications received after November 1st 2023

- Reviewed by D9800 Grants Committee at monthly meeting
- If accepted by the Grants Committee, they will be submitted to The Rotary Foundation for approval if 'contingency' funds are still available
- If contingency funds are not available, they will be held back for submission with the Block Grant in November 2024





Applications for Grants

Grant Governance – The District Humanitarian Grants Committee

- District Foundation Grants Chair
- District Foundation Chair
- District Foundation Stewardship Chair
 - District Governor
 - District Governor Elect
 - District Governor Nominee
 - District Governor Nominee Elect

Supervised by The Rotary Foundation in Evanston IL



Meet on the last Thursday of every month to consider grant applications

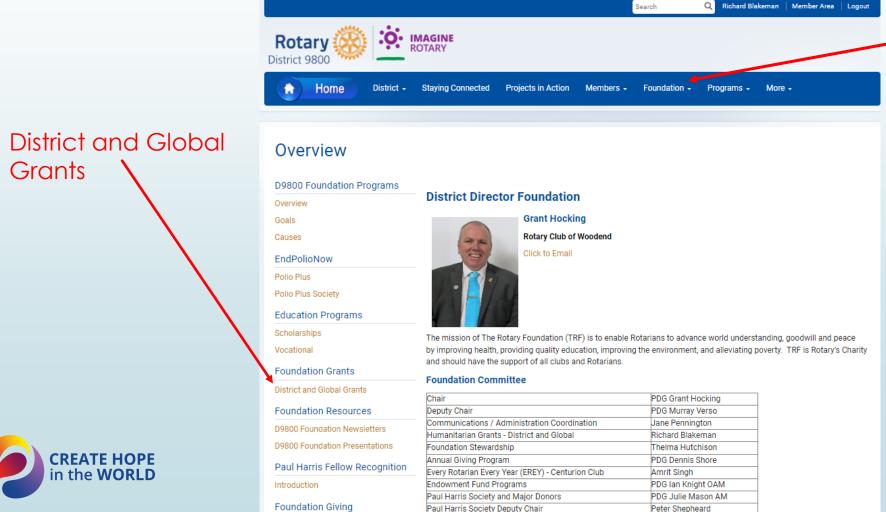


Promotion a Key Project Deliverable



Where to Get More Information?

The District 9800 Website





Foundation



The Objectives of District Grants are to:

- Assist clubs with great project ideas to fund those projects
- Facilitate Rotarians at Work
- Encourage club collaboration
- Provide a robust governance structure within which funds are managed
- Help Rotarians to Do Good in the World





The Four Types of District Grant in D9800

- 1. District Grants Local within Australia (DGL)
- 2. District International Grants (DGI)
- 3. District International Scoping Grants (DGS)
- 4. District Year 11-12 Scholarship Grants





To be successful, grant applications must:

- 1. Do good in the world
- 2. Be submitted in accordance with the District Grants Guide
- 3. Feature Active Rotarian Engagement

This could be either, or all, the following: the initiation, design and planning, dedicated fundraising, governance or implementation of the project

4. Deliver **Sustainable** solutions

For Rotary, sustainability means providing long-term solutions to community needs that the beneficiaries of the project can maintain after grant funding ends

- 5. Rotarians must control the funds
- 6. Include a strong public relations plan







Grant Projects Once Approved Cannot be Materially Changed

- If circumstances change and a change to the design of a project becomes desirable, check first with the Grants Committee via the Chairman
- 2. Grant funding, once approved, cannot be changed.

Your project may become ineligible for the payment of the grant if you make unapproved material changes to the design!





Why do some Grant applications bounce?

- 1. Didn't read the D9800 Guidelines to District Grants
- 2. Insufficient active Rotarian engagement
 - Donations to projects of partner organisations do not qualify for a grant
 - Confusion between a project partner and a project supplier
- 3. Vague application
- 4. Lack of a plan for Sustainability
- 5. Lack of supporting documentation quotes
- 6. Insufficient publicity plan







Stewardship

Of Grant Funds from The Rotary Foundation

Richard Blakeman

District Rotary Foundation Grants Chair (DRFGC)



District Rotary Foundation Stewardship Chair (DRFSC)



Thelma Hutchison FCPA

Past President and Current Treasurer Rotary Club of Glenferrie

eMail: Foundation.Stewardship@Rotary9800.org





What is Stewardship?

Stewardship is the responsible management and oversight of grant funds. It ensures that funds are used properly and benefit the populations in need.

Stewardship involves:

- Report tracking
- Routine monitoring
- Ensuring guidelines followed
- Document retention
- Maintain TRF Seminar attendees' lists
- Ensuring Qualification of Clubs & Districts
- Maintaining trust





On completion of your project, complete and return the District Grant Report Form to D9800 Foundation Grants Stewardship via email:

foundation.stewardship@rotary9800.org

Final reports must be submitted within one month of the scheduled completion date of your project





ROTARY INTERNATIONAL DISTRICT 9800

District Grant Final Report 2023-2024

Complete and Return this form to D9800 Foundation Grants Stewardship Chair via email to – foundation.stewardship@rotary9800.org

For further information firstly refer District Foundation website https://rotarydistrict9800.org.au/sitepage/foundation

& then if you still have questions contact Grant Stewardship Chair foundation.stewardship@rotary9800.org

Your complete District Grant report must be submitted within <u>one</u> <u>month</u> of the completion of your project.

GRANTS ARE PAID AFTER THE FINAL REPORT AND RECEIPTS ARE RECEIVED

Payment of District Grants will only be authorised and the funds transferred to the nominated Club account on receipt of a final District Grant report including scanned signature page as well as all receipts and information and evidence of the delivery of the promotional plan is delivered to and accepted by the Grants Committee.

Plus FOR DISTRICT INTERNATION SCOPING GRANTS a completed Community Assessment form is required to be provided on the prescribed form available here

District Grant No.	DGL/I/S:	Rotary Club:	
Project Title			

A. Project Description (What, When, Where & Who)

1. Briefly describe the project. i.e. What was done, when and where project activities took place, and who were the beneficiaries?

Also, detail any changes from what was detailed in your Grant Application form.





In your report, describe:

- The project
 - what was done and how it was done
- Rotarian engagement
 - how many Rotarians, what they did
- The benefit delivered to the recipients
 - How many benefited and how
 - The long-term benefits of the project to the beneficiary community
- Sustainability
 - how will it be maintained without ongoing Rotary commitment
- The involvement of other partners
 - what they did, how it contributed
- Publicity
 - what has been delivered internally and <u>externally</u>

And Funding:

- Where the money came from.
- How it was spent





District 9800 TRF Sundry Expenses Log May 2023

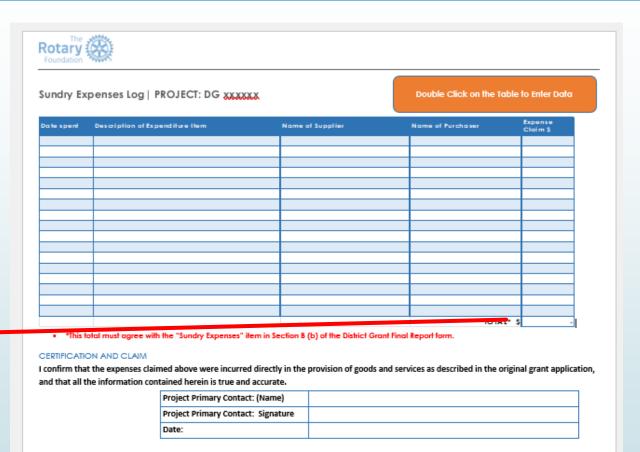
b) Application of funds/Project Expenditure

Instructions

- Provide receipts or Invoices for the <u>full amount of the project</u> (not just the amount of the Grant). Must be provided in electronic form. A Statement of Account can be provided for small cash amounts of \$100 or less
- Provide evidence of payment if not evident on the receipt or invoice including completed bank transfers to the beneficiary or partner organisation.
- · Receipts are to be scanned and/or attached as a pdf document
- Annotate receipts and/or invoices with the appropriate reference number.
- Be specific, you can add lines to the table below as needed or attach a separate spreadsheet.

	.003//220		
Ref	Expense Description (a	add rows as needed)	Amount (\$AUS)
1.			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15 SU	NDRY EXPENSES: (For expe	nses under \$100 without re	ceipts. List
and	d certify items on the Sund	lry Expenses Log form provid	ded).
		Total Project Ex	nenditure

			F				
			Total F	roject Expend	liture		
Comment or	n any significant	variation to p	roject budget	. Including the	reasons this	occurred a	nd if
the Budget (as per the Grant	application) v	vas exceeded	how has any e	extra costs b	een funded	
ı							





Include with your report:

- All receipts (not invoices)
 - Addressed to the Rotary Club
 - Describing what was provided
 - Overseas projects funds may be dispersed by the overseas partner
 - Receipts must be provided together with an additional receipt
 from the partner for the reimbursement of funds
- Examples of internal and external publicity
 - Describing the project and the role of Rotary and the Rotary
 Foundation
 - Include logos where possible brand the project
 - "This project was (is being) delivered with the assistance of a grant from The Rotary Foundation"
- Signed declaration by the project lead



Grant Payments

Grant Governance – The District Foundation Stewardship Committee

- District Foundation Stewardship Chair
- District Foundation Grants Chair
- District Foundation Chair

Review reports for compliance and approve grant payment within a few days of their submission

The files of the D9800
Humanitarian Grants
Committee are audited
annually to ensure
compliance with the terms
and conditions of The
Rotary Foundation







District Grants – The Grant Payment Process

- The

Club Completes Project Club Submits Final Report Reports Reviewed Payment Approved Payment of Grant

- Completes
 project
 implementation
 and promotion
 of project
- Final implementa -tion report
- Final Project
 Promotion
 Report
- Receipts
- Submitted to Stewardship Chair
- Reports
 reviewed
 and verified
 by
 Stewardship
 chair
- Payment of
 Grant
 Recommend
 ed to Grants
 Committee
- Grants
 Committee
 receives
 and reviews
 Stewardship
 Chair
 recommend
 ation
- Advises Club of imminent payment
- Grants
 Committee
 Chair and
 District
 Foundation
 Chair process
 payment
- Payment is made to
 Lead club



Projects must be completed within 24 months of the date grant is approved



What we have covered

- Why consider a grant?
- Club and project eligibility
- > Types of District Grants
- Policies, terms & conditions
- How to apply
- Stewardship
- Where to get more information



