

District Grants

District grants fund short-term activities that address needs in your community

What District Grants Support

Clubs may use district grants to fund a variety of projects and activities: Examples include:

- Dictionary Projects
- Scholarships
- Funding RYLA students
- Planting trees in town
- Bringing clothes and toiletries to homeless veterans
- Purchasing and delivering food for hunger projects
- Most “Hands-on” projects involving Rotarians

Can a District Grant be Used Internationally?

Yes, the District Grant may be used internationally as long as your club members travel to the country; and are involved in the project in a “hands-on” manner with the project.

What District Grants Do Not Fund

- A club cannot give out Gift Cards or write a check to another organization.
- District Grants must be used to support “Hands-On” Projects, involving Rotarians rolling up their sleeves and getting involved.
- District Grants may not be used for Fundraising efforts.
- District Grants may not benefit Rotarians or relatives

How Does a Club Qualify to Apply for a District Grant?

The Clubs must be “*Qualified*” before they apply for a district grant.

You become Qualified by meeting certain criteria which include:

- Appointing a Club Foundation Chair
- Enter Goals in Rotary.org for Annual Giving; Polio Giving; and Membership
- Club members must be trained at the District Foundation Seminar

How Clubs Request a District Grant

The grant application process is online through the district website at www.njrotary.org.

District Grant application **HARD DEADLINE** is July 15th.

The District needs to send a package of all the club grants combined to RI for approval. This may take a few weeks depending on how many adjustments RI requires.

Project Timing

The project must be done after approval by RI, and before the April 15th deadline.

So, effectively, the project must be done between August and April 15
If the project is completed in September, you may apply right away for reimbursement.

How Does a Club Qualify for Reimbursement?

- You may request reimbursement after the Project is finished, and everything is paid.
- You file a final report on the District Club Runner Website, which must include receipts, but could also include photos.
- After review and approval by the Grants Committee, the District Treasurer will mail a check to reimburse your club.
- **HARD DEADLINE** for filing Final Reports is April 15th
- Must have paid District Club Dues

Where do the funds come from?

The funds come from you! Your tax deductible donations to The Rotary Foundation come back to the District as DDF “District Designated Funds” 3 years later.

The District may use up to 25 percent of the DDF for District Grants for the District Grants. The amount varies every year depending on the donations from 3 years previously, and depending on each respective Governors’ goals.

What are the Deadlines?

Application for a District grant- **HARD DEADLINE** July 15th

Application for reimbursement: **HARD DEADLINE** April 15th.

Why Are There Hard Deadlines?

Rotary International requires the District to apply for one large grant for all the clubs qualified in the district before they transfer the funds to the District Treasurer;

At the conclusion of the season, RI requires the District to file a Final Report after all the projects are complete; and return any unused funds.

What Happens to Funds Not Used?

Funds which are not used are returned to the District’s DDF Account at Rotary International.

For example, some clubs do not do the project, or do not file for reimbursement in time, so they lose the grant.

Other Requirements or Conditions for Grants?

Other requirements or conditions may change from year to year depending on the Goals of each respective Governor. Some Governors may allow Rotaract Clubs or Satellite Clubs to apply through their sponsoring clubs. The total amount of individual grants may vary from year to year. The match requirements may also change from year to year. Each Governor will specify the details in the Foundation Training for their respective year.

Who is on the District Grants Committee?

The District Grants Committee consists of: the District Governor; the District Foundation Chair; and the District Grants Chair.

Questions?

Contact your Club Foundation Chair, District Foundation Chair, or the District Grants Chair

Timeline

1. June- Club Presidents -Elect & Foundation Chairs attend District Foundation Training
2. PE's discuss with incoming club officers the project you wish to do in the coming year.
3. You may do the same project every year.
4. June/ July after training - Apply for the District Grant on the district website
5. July 15 – Hard Deadline for all Grant applications
6. District Foundation Chair applies for one large package Grant from RI
7. RI communicates with Foundation chair to make changes to certain grant applications
8. Foundation Chair contacts certain clubs to modify their grants as required by RI
9. End of July or Early August -Grants Package finally approved by RI
10. Foundation Chair informs Clubs that they may begin their projects.
11. District Treasurer opens a dedicated account for only District Grants.
12. RI transfers funds to the District Treasurer
13. From Aug through April, clubs complete the projects and pay the expenses, keep receipts
14. Clubs file Final Reports and upload receipts into District Website
15. You may file as soon as you complete the project.
16. District grants committee reviews the completed projects.
17. Grants comm informs District Treasurer they may release funds
18. District Treasurer checks to make sure club dues are paid before sending check
19. District Treasurer mails reimbursement check to club treasurer.
20. April 15th is HARD DEADLINE for completed projects
21. After Apr 15, the District Grants comm needs to file Final Report with RI
22. Any unused funds are returned to the District DDF fund at RI.