



DISTRICT GRANT GUIDELINES

JULY 1, 2026– June 30, 2027

The District Grant program is part of The Rotary Foundation. Funds for the program for Rotary Year (RY) 2026-27 are provided by the Foundation based on district Rotarians' contributions to the Rotary Annual Fund three years prior and subsidized by the district. This program is available to eligible clubs annually for projects that will be conducted during the Rotary year.

District Grants are intended to support impactful projects that meet an identified need in a community or local area. The need must fall within Rotary's seven Areas of Focus, and the project must involve active participation of Rotarians.

For RY 2026-2027, District 7475 guidelines for a club to qualify for, to apply and receive District Grant funding, and participate in a collaborative District Grant, are as follows:

Key Requirements for Qualification

1. Rotary Foundation Compliance

District Grants must meet the requirements of [The Rotary Foundation Terms and Conditions for Rotary Foundation District Grants](#) (October 2025 version). This document can also be found on the [Grants Information Webpage](#) on the [district website](#).

2. Financial Standing

To obtain application approval, the club must be in good standing relative to all Rotary financial obligations, including:

- a. Rotary International (RI) RY 2026-27 July Member Dues and other assessments must be paid in full by *August 15*.
- b. District 7475 RY 2026-27 Member Dues and PELS assessment must be paid in full by *August 15*.
- c. There must be no outstanding RI or District 7475 Member Dues or other assessments from prior Rotary years *before grant application submission*.

3. Training

- a. The Club President must have attended the 2026 PELS in *March 2026*.
- b. Two club officers (Club President and Club Rotary Foundation Chair or a club member designated by the President) must attend the virtual District Grant Qualification Seminar on *June 23, 2026*. Only club members who have completed the District Grant Qualification Seminar may enter a grant application.
- c. Clubs must adhere to Rotary Youth Protection guidelines if the club is involved in youth-related projects. Refer to [Youth Protection](#) section on the [district website](#) for details.

4. Goal Setting: 2026-27 club Foundation giving goals (Annual Giving and PolioPlus) must be entered into Rotary Club Central *before grant application submission*. The recommended club goals for Annual Fund and PolioPlus are \$100 and \$25, respectively, per member.



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5. **Officer Reporting:** 2026-27 club officers must be entered in ClubRunner *before grant application submission*.

Grant Funding and Structure

6. **Matching:** District Grant requires a club one-to-one match of funds.
7. **Funding Limits**
- a. Grants range from a minimum of \$1,000 (\$500 club contribution and \$500 match) to a maximum of \$4,000 (\$2,000 club contribution and \$2,000 match)
 - b. The maximum 2026-27 Grant for any club who contributed less than \$1,000 to the Rotary Foundation in RY2025-26 is \$1,000. This limit applies to collaboration grants also.

8. **Collaboration**

- a. A club may participate in up to two District Grants, one of which must be with collaborating district Rotary or Rotaract club(s).
- b. Collaborative grants with district Rotary or Rotaract club(s) have a maximum limit of \$8,000.
- c. The district encourages partnering with non-Rotary community organizations, but these outside cooperating organizations are not qualified as collaborators for a second Grant application.
- d. In a collaborative Grant, one club must be the lead club that will be responsible for entering the application, managing project finance including paying the collaborating club(s) their portion of the grant, and submitting the final report after project completion.

Application Deadline and Approval

9. All Grant applications must be submitted by *July 31, 2026*. They are subject to District and RI approval.
10. Grants may not be approved for the full requested amount. The approved amount will depend on the total available funds for all projects. Approval amounts will be determined by the club's foundation goal achievement and the Annual Giving "give and get" ratio during RY 2024-25 and 2025-26.
11. A Public Image plan for the project is required for all applications.
12. Grant Projects may be repeated from previous years, but prior approval does not guarantee approval for RY2026-27.



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13. If the project implementation plan includes any dates beyond *April 30, 2027*, the application will be rejected.
14. Cash donations, including gift cards, without hands-on project activities by Rotarians are not eligible projects.

Project Completion Deadline and Approval

15. The project must start only after RI approval and earlier receipts will not be accepted.
16. To receive reimbursement for an approved project, all activities as described in the approved application, must be completed and the final report with receipts and related documents uploaded to ClubRunner by *April 30, 2027*.

Examples of eligible receipts are:

For supplies, material and food purchases: copies of itemized purchase receipts, or invoices accompanied by a canceled check (front and back) or a written acknowledgment from the receiving non-profit organization along with photos of the donation. The receipt and invoice must show the vendor's name and location, the date of the transaction, an itemized breakdown of what was purchased (e.g., specific food items, not just "groceries"), and the total transaction amount.

For scholarships: a copy of the canceled check (front and back) payable to the student, or a written acknowledgment of receipt from the student. All scholarship receipt submissions must also be uploaded to ClubRunner by *April 30, 2027*. Note that the issuance of an IRS-1099, if required, is the club's responsibility.

17. RI RY 2026-27 January Member Dues and other assessments must be fully paid *before submitting the project completion report*.