

**DISTRICT GRANT GUIDELINES**  
**JULY 1, 2025 – June 30, 2026**

For Rotary Year 2025-2026, the District 7475 guidelines for a club to apply, to qualify for and to receive a District Grant, or participate in a collaborative District Grant, are as follows:

1. District Grants must meet the requirements of The Rotary Foundation Terms and Conditions for Rotary Foundation District Grants (February 2025 version). This document is available on the district website [Grants Information page](#).
2. Club must be in good standing relative to all Rotary financial obligations, including:
  - a. Rotary International (RI) FY 25-26 1st Half Member Dues and other assessments must be paid in full 30 days after invoices are sent to clubs, or by July 30, 2025, whichever is latest.
  - b. District 7475 FY 25-26 Member Dues and PELS assessment must be paid in full 30 days after invoices are sent to the clubs, or by July 30, 2025, whichever is latest.
  - c. There can be no unpaid RI or District 7475 Member Dues or other assessments from prior fiscal years.
  - d. All commitments to The Rotary Foundation for FY 2024-25 have been met.
3. Club must have established their Rotary Foundation Giving Goals for 2025-26 and entered them into Rotary Club Central, per RI and District guidelines. This includes goals for Annual Giving and Polio Plus. Goals must be entered by July 15, 2025.
4. Club President-elect or approved substitute must have attended 2025 Mid Northeast PELS or have requested an alternate training course approved in advance by the District Governor Elect and then subsequently completed such course in advance of the Grant application.
5. All FY 2025-26 club officers must be entered in ClubRunner by July 1, 2025.
6. Two club officers (Club Foundation Chair-Elect, Club President-Elect, a Club Officer, or a club member designated by the President-Elect) must attend the District Club Qualification for District Grant Seminars (via Zoom) on either 5/8/25 or 5/13/25 to be eligible for a District Grant.

7. District Grant requires a club one-to-one matching of funds. For FY 2025-26, District Grants are available at the following levels and anything in between:
  - a. Minimum District Grant \$1,000, which includes a \$500 club contribution and \$500 Foundation match
  - b. Maximum District Grant \$5,000, which includes \$2,500 club contribution and \$2,500 Foundation match
8. A District Grant with collaborating district Rotary or Rotaract club(s) is allowed. The total collaboration grant limit is 2x the above amounts. The District encourages collaboration with qualified non-Rotary partners, but outside collaboration does not qualify for the 2x limit.
9. A club may participate in up to two District Grants, one of which must be with collaborating district Rotary or Rotaract club(s). The District encourages collaboration with qualified non-Rotary partners, but outside collaboration does not qualify for a 2<sup>nd</sup> Grant.
10. In a collaboration Grant, one club must be the lead club that will have the responsibility for entering the application and reporting. All funds will be sent to the lead club, and it will be their responsibility to manage disbursements to vendors or the other clubs.
11. All Grant requests are subject to approval, and Grants may not be approved for the full amount requested depending on the total amount of Grant applications received.
12. The maximum 2025-26 Grant for a club who contributed less than \$1,000 to the Rotary Foundation in FY2024-25 is \$1,000. This limit includes collaboration grants.
13. For District Grants over \$1,000, a Public Image plan for the project is required to be submitted with the Grant Application.
14. Grant Projects can be repeated from previous years, but prior approval does not mean a Grant is automatically approved for the FY2025-26 year.
15. To receive payment for an approved District Grant, all club RI and District 7475 dues and assessments that are due on the date of scheduled Grant payment must be paid in full or the Grant payment will not be made until such dues and assessments are paid in full.