



# **District 7475 Grants Club Qualification Seminar**

## **DISTRICT LEARNING ASSEMBLY**

**May 8 and May 13, 2025**

# Program For Today

1

**Foundation Grants Funding and  
Funding Sources**

2

**D7475 District Grant and Global  
Club Qualification Requirements**

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**D7475 RY 2025-2026  
District Grant Application Guidelines**

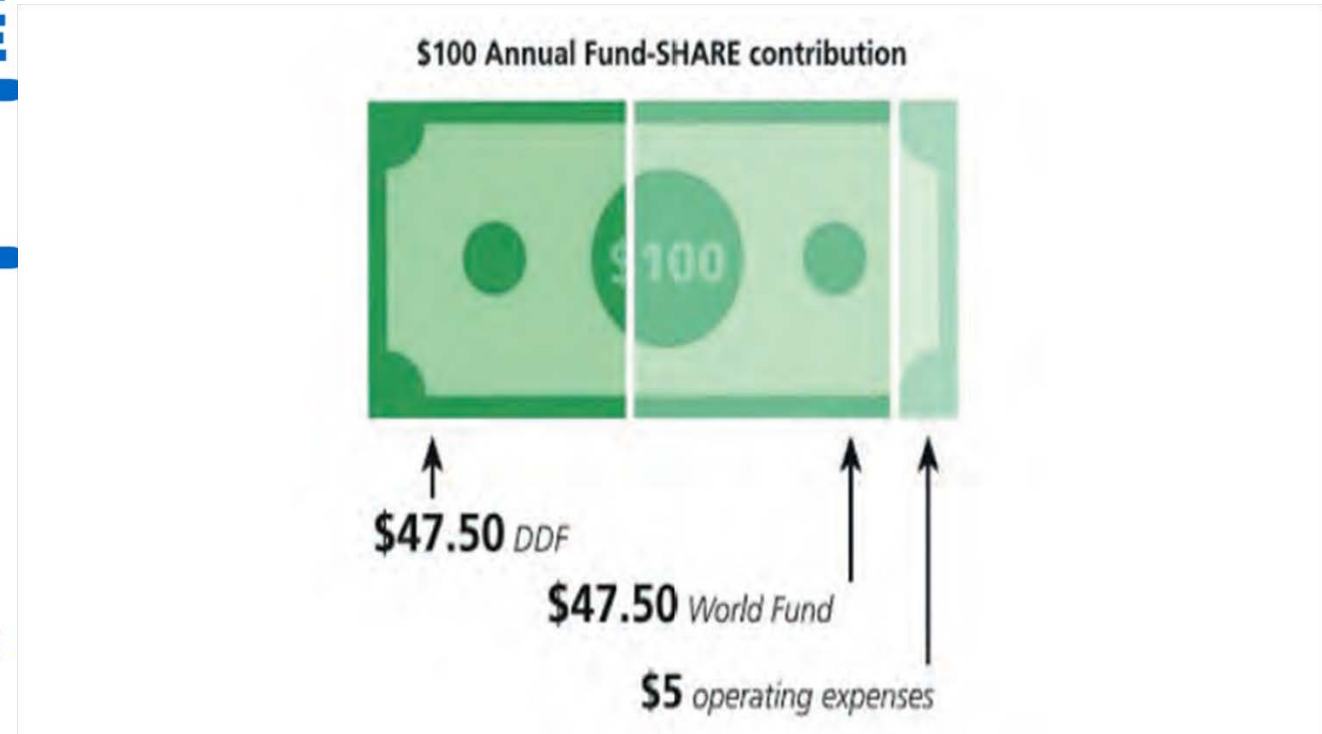
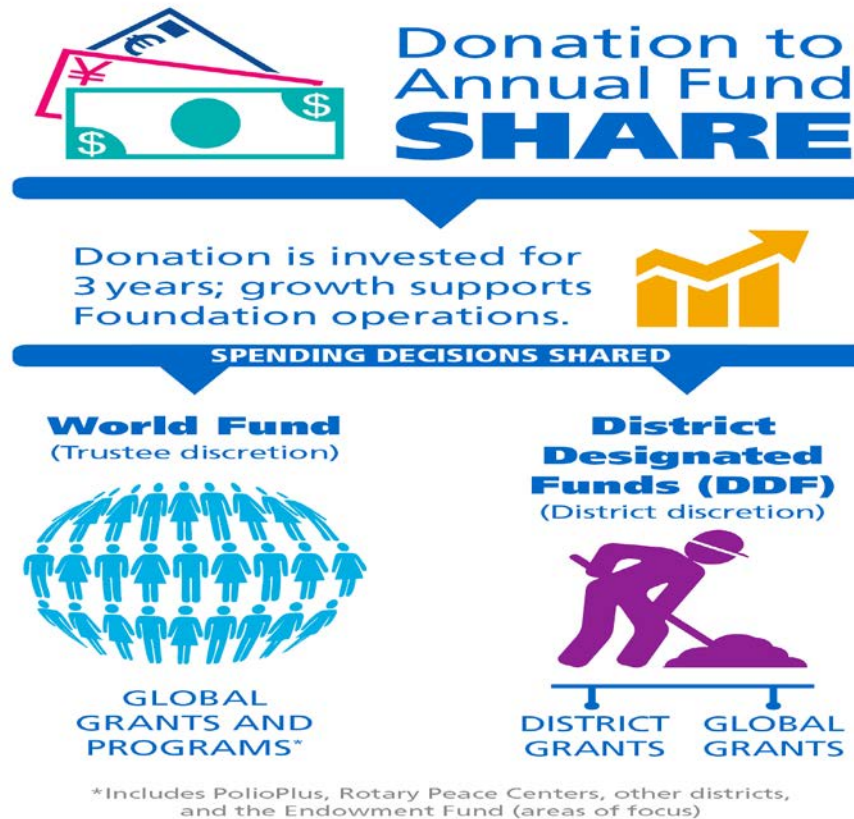
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**D7475 District Approval Criteria and  
Best Practices**

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**Grant Application Process  
High-Level Walk-Through**

# Grant Funding





# D7475 Grant Qualification Requirements

To apply for a district grant – clubs must meet ALL the qualification requirements

1. 2025-2026 Member Dues Invoice (for first half of the year ) must be paid in full 30 days after receipt of invoice or July 30, 2025 (*whichever comes later*)
2. Member Dues and PELS dues must be paid in full 30 days after receipt of invoice or July 30 2025, whichever comes later.
3. Clubs may have No outstanding dues to District or RI from previous years.
4. All 2025-2026 Club Officers must be entered in ClubRunner by July 1, 2025.
5. Club must have established Foundation giving goals on Rotary Club Central by **July 15, 2025**, per district guidelines.
6. Club President Elect (or approved designee) must have attended MNE PELS 2025 (*or completed alternate training as approved by DGE*)
7. Two club officers must attend district offered Grant Qualification Seminars (May 8 or 13)



## D7475 District Grant Guidelines FY 2025-2026

- 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: includes a \$500 club contribution and \$500 Foundation match
  - b. Maximum District Grant \$5,000: includes \$2,500 club contribution and \$2,500 Foundation match



# Rotary **D7475 District Grant Guidelines - FY 2025-2026**

## **A Second District Grant For Clubs**

- Clubs may participate in up to two District Grants, one of which must be with a collaborating partner(s) providing significant community impact:
  - Partners could be other Rotary or Rotaract Club/s from D7475
- For FY 2025-26, Collaborated Grants District Grants are available at the following levels and anything in between:
  - a. Minimum District Grant \$2,000: includes a \$1000 club contribution and \$1000 Foundation match
  - b. Maximum District Grant \$10,000: includes \$5000 club contribution and \$5000 Foundation match

**EXCEPTION CRITERIA-** *The maximum 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.*



# D7475 Applying For District Grants

## Best Practices and Approval Criteria

- Grants may not be approved for the full amount requested depending on availability of funds to cover all grant requests received.
- Grant must demonstrate significant community impact, meeting a need in the community. Applicants must provide details on the application.
- For District Grants over \$1,000, a Public Image plan for the project is required to be submitted with the Grant Application.
- Grant Projects can be repeated from previous years, but prior approval does not mean a Grant is automatically approved for the FY2025-26 year.
- To receive Grant funds for an approved grant, at the time of receiving the funds, the club is clear of all *RI and District 7475 dues and assessments*.
  - Grant payment will not be made until all dues and assessments are paid in full.



# Next Steps and Key Dates..

## BEFORE SUBMITTING AN APPLICATION

1. Review the Grant Requirements on our [Grant Information Page](#) thoroughly
2. Complete all Club Qualification Requirements prior to Entering Your District Grant Application

Phase Description	Time Line (Required)	Next Step
Initial Submission	5/15/2025 – 7/30/2025	Await district approval email or request for more information
Full Application Submission	6/1/2025 – 7/30/2025	Await district approval email or request for more information
TRF Approval	8/1/2025 – 10/10/2025	Following final approval notification, you can start the project.
Project Implementation	After approval, but strictly not before	Project must complete with the final report submitted before <b>4/30/26</b>
Project Completion and Reporting	Upon project completion but not later than 4/30/2026	Await approval email or request for more information. Payment will be issued once all criteria are completed.





## D7475 Global Grant Qualification Requirements

To apply for a global grant – clubs must meet all the District Grant qualification requirements

Additionally, Before submitting an application for a Rotary Global Grant:

- Club Members responsible for the Global Grant must complete:
  - Grant Management Seminar in the RI Learning Center
  - Provide the completion certificates to the District Grants Committee Chair.
- The Rotary Foundation MOU document must be signed by the Club President and the Club President-Elect and submitted to the District 7475 Grants Committee Chair.

**For details and other help on Global Grants – please contact D7475 District Grants Committee Chair**



***Serving nine counties in central and northern New Jersey:  
Essex, Hunterdon, Mercer, Middlesex, Morris, Somerset, Sussex, Union, and Warren***

**2024 - 2025 District Governor, Jeannie Tsukamoto**

**2025 - 2026 District Governor Elect, Bob Law**

Rotary is the world's most prominent and reputable service organization with 1.2 million members focusing on humanitarian efforts, such as promoting peace, fighting disease, supporting education, growing economy and protecting the environment locally and globally. Rotary District 7475 in central and northern New Jersey has about 1,800 proactive and service-driven members in over 70 clubs in these nine counties.

We network, share ideas, discuss the needs of our community, and take tangible action to make a

# Welcome

## District Grant Documents

[District Grant Guidelines](#)

[TRF District Grant Terms & Conditions](#)

[District Grant Application Process](#)

## Global Grant Documents

[TRF Guide to Global Grants](#)

[Global Grant Guidelines 2025 - 26](#)

[TRF Global Grant Terms & Conditions](#)

[TRF Club Qualification MOU](#)

## Related Information

[Training Session Slides](#)

[RI Areas of Focus](#)

## Contact Links

[District Grants Chair](#)

[Foundation Chair](#)

## Subpages

[Welcome](#)

## District 7475 Grant Information

This page contains all of the information your club needs to plan and apply for District Grants and Global Grants. This is an information page only. District Grant applications are entered in the Grants Module in the Members Area accessible using your district user name and password. Global Grant applications are entered on the Rotary International website.

### District Grants



### Grants must be impactful and fall within Rotary's Seven Areas of Focus

District 7475 District Grant Funds are available to eligible clubs for projects that will be conducted during the Rotary Year 2025-2026. 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 the active participation of Rotarians.

District Grants can be applied for and conducted in collaboration with other Rotary Clubs. The approach is encouraged for greater community impact.

The District Grant program is part of The Rotary Foundation (TRF). Funds for Districts Grants are provided by TRF and managed and distributed to our clubs by the District. The specific amount available each year is based on how much







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# ClubRunner

[Home](#)

Enter your login information below:

Username

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Password

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Essex, Hunterdon, Mercer, Middlesex, Morris, Somerset, Sussex, Union, and Warren***

**2024 - 2025 District Governor, Jeannie Tsukamoto**

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Rotary is the world's most prominent and reputable service organization with 1.2 million members focusing on humanitarian efforts, such as promoting peace, fighting disease, supporting education,



Attention Needed: There are blocked emails that require your attention. As a result, some recipients may not be receiving emails. [Review the Blocked](#)

## District Administration

District Administration Members



Welcome back, !

This is your newly redesigned Administrator dashboard.



My Membership

Edit Profile

Need Help?



Register for a Webinar



District 7475

Admin

For Clubs

Grants

For Member

Submit a Grant Request

My Club Grants

Grants

View Club Grants



## Submit a Grant Request

Please enter the basic information relating to your Grant Request below.

If you are submitting a grant request on behalf of multiple clubs, you only need to submit this form once, and there must be one main sponsoring club. Enter the estimated budget requested at this stage; you will be able to refine this number later on in the application process once this initial request has been submitted and reviewed.

Note that you will need to be a Trained Club member in order to submit a request. If your club name does not appear on the drop down menu below ( once you enter the project year), or if you do not have access, please contact the District Grants committee Chair ([pamelarsingh@gmail.com](mailto:pamelarsingh@gmail.com)).

### Project Details

Project Name:\*

Please select the year this project will be completed. Once selected, the year cannot be changed.

Project Year:\*

-- Select Year ▾

Country

United States of America ▾

State

New Jersey ▾

Zip Code

07825

City:

Blairstown

Description:\*

Estimated Budget:

[Cancel](#)

[Submit](#)

Project Name:\*

Please select the year this project will be completed. Once selected, the year cannot be changed.

Project Year:

Select Year

Country

United States of America

State

New Jersey

Zip Code

07825

City:

Blairstown

Description:\*

Estimated Budget:

Project Name:\*

Test Grant

Please select the year this project will be completed. Once selected, the year cannot be changed.

Project Year:\*

2025-26

Sponsoring Club:

Blairstown

Contact:

Law, Robert

Country

United States of America

State

New Jersey

Zip Code

07825

City:

Blairstown

Description:\*

Test Grant

Estimated Budget:

\$2,000



## Your Grant Request has been received

Dear Robert Law,

This notification is regarding the **Blairstown's Grant Test Grant**.

Thank you for submitting a grant request! The initial request has been **received** and is **pending review** by the District. Once it has been reviewed and authorized to proceed, you will receive another email requesting further information and to complete the full application.

Please note that the HARD DEADLINE for submitting full application is July 30th.

If you have any questions, please contact the District Grants Committee Chair:

Pamela Singh  
pamelarsingh@gmail.com  
908-226-1463

Sincerely,  
Pamela Singh  
District Grants Committee Chair

You received this message based on District 7475's Grants Settings. If you believe this message was sent to you in error please contact the District Grants Committee.

Click [here](#) to see the status of your club's grants and grant requests.



Admin

For Clubs

Grants

For Members

Submit a Grant Request

My Club Grants

Grants

View Club Grants

Grant Request Applications

Back to Landing Page

<< Previous Year | 2025 - 26 | Next Year >>

Any Status

Filter by Status: Any Status

Search

Submitted	Project Name	Sponsoring Club	Estimated Budget	Grant Amount	
Initial Request Submitted					
May 08, 2025	<a href="#">Test Grant</a>	Blairstown	\$2,000.00	\$0.00	<a href="#">Open</a>

Showing 1 to 1 of 1 records

[Details](#) [Application](#) [Budget](#) [Documents](#) [Project Overview](#) [Individual Project Report](#) [Activity Log](#)

## Test Grant

**Grant Project:** Test Grant  
**Primary Sponsoring Club:** Blairstown  
**Contact:** Law, Robert  
**Date Submitted:** May 07, 2025 at 8:30 p.m.  
**Project Total Budget:** \$2,000.00  
**Project Total Financing:** \$0.00  
**Requested Grant Amount:** \$0.00

Status: Initial Request Submitted

[Request More Information](#) [Approve](#) [Reject](#) [Cancel Grant](#)

Please note, updates to the project and grant information cannot be made after the status has been marked completed or archived

Click on any of the tabs below to access and update the various sections of this Grant application.

After your project is completed, click on the tab *Individual Project Report* and respond to the questions, then update income and expenses to reflect actual amounts and edit any other data as needed. When finished, [Print](#) a copy for your records (if needed) and then click on the orange **Submit** button and then on the next screen, please click on Grant Administrators as the Recipients and then click on SEND button.

Full instructions for submitting the Project report are available on District web site under Grants.

[Details](#) [Application](#) [Budget](#) [Documents](#) [Project Overview](#) [Individual Project Report](#) [Activity Log](#)

This is a General description of the Grant project. Outline in detail the humanitarian need your project will address, the intent of the project, how the project will be implemented, and how Rotarians will be directly involved in the project. Note that the Estimated budget is only the initial grant request amount; to outline details on the various budget items, including those from other funding sources, go to the Budget tab.

<b>Project Name:*</b>	<input type="text" value="Test Grant"/>
<b>Country</b>	<input type="text" value="United States of America"/>
<b>State</b>	<input type="text" value="New Jersey"/>
<b>Zip Code</b>	<input type="text" value="07825"/>
<b>City:</b>	<input type="text" value="Blairstown"/>
<b>Description:*</b>	<input type="text" value="Test Grant"/>
<b>Sponsoring Club:</b>	<input type="text" value="Blairstown"/>

Grant Project: Test Grant

Primary Sponsoring Club: Blairstown

Contact: Law, Robert

Date Submitted: May 07, 2025 at 8:30 p.m.

Project Total Budget: \$2,000.00

Project Total Financing: \$0.00

Requested Grant Amount: \$0.00

Status: Under Review (Request opened for view.)

Request More InformationApproveRejectCancel Grant

Please note, updates to the project and grant information cannot be made while your request is under review.

Click on any of the tabs below to access and update the various sections of your application.  
  
After your project is completed, click on the tab Individual Project Report, click on Grant Administrators as the Recipients and then click on SEND. Full instructions for submitting the Project report are available on the DIU website.

DetailsApplicationBudgetDocumentsProject OverviewIndividual Project Report

General Description

Edit

General Description

X

Image

Embed Media

Templates

Format

Font

Size

B I U S x x I

Link

Search

Find

Source

Cancel

Save

Community Assessment & Impact

Sustainability

Cooperating Organizations

Implementation Plan

Grant Project: Test Grant  
Primary Sponsoring Club: Blairstown  
Contact: Law, Robert  
Date Submitted: May 07, 2025 at 8:30 p.m.  
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Project Total Financing: \$0.00  
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Status: Under Review (Request opened for view.)

Request More Information Approve Reject Cancel Grant

Please note, updates to the project and grant information cannot be made

Click on any of the tabs below to access and update the various sections

After your project is completed, click on the tab *Individual Project Report*, click on Grant Administrators as the Recipients and then click on SEND. Full instructions for submitting the Project report are available on the D

it any other data as needed. When finished, [Print](#) a copy for your records (if needed) and then click on [Return to the Home Page](#).

Details Application Budget Documents Project Overview Individual

### ▼ General Description

[Edit](#)

► **Community Assessment & Impact**

► **Sustainability**

► **Cooperating Organizations**

### ► Implementation Plan

### General Description

Cancel Save

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