***![C:\Users\ltobias\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\HQHZ33GP\Very-Basic-Binoculars-icon[1].png]()Key Guidelines & Requirements for 2019-2020***

**Rotary Foundation District Grants**

**DISTRICT 5680**

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**APPLICATION PROCESS & KEY DATES**

* **The APPLICATION DEADLINE is WEDNESDAY, JULY 31, 2019.**
* A **District Grant Application Packet**, containing Application Instructions, Application Form & Memorandum of Understanding (MOU), will be distributed in hard copy to incoming club presidents at PETS and again via email following PETS. These documents will also be available on the District 5680 website, once it is activated.
* The Application Form and MOU are **required to be submitted electronically and in hard copy format**. The **APPLICATION DEADLINE is both an email and postmark deadline.**
* Review of submitted applications will be accomplished by the District Review Committee within 30 days following the application deadline, with final approval from The Rotary Foundation (TRF) typically within another 30 days, with TRF funding following. The entire process, from the application deadline to awarded clubs receiving grant funding, takes approximately 90 days (i.e. by October 31).

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**GRANT AWARDS**

* While it is anticipated that most clubs will seek District Grants of smaller amounts (there is no minimum amount requirement), **requests for up to $5,000 will be considered for significant qualifying projects**.
* Applicant clubs must document participation in the cost of the proposed project with a **required dollar-for-dollar match** to the requested District Grant. For example, if the request is for a $1,000 District Grant, the project must also include at least a $1,000 funding commitment from the applicant club.
* While project partners are advantageous and encouraged, any **monetary contributions to the project from other sources must be in excess of the dollar-for-dollar match required** from the applicant club.
* Clubs may submit more than one application for a District Grant; however, since this is a competitive program with limited grant dollars to award, there should be a clear indication which application represents the club’s priority project. Note also that not all qualifying applications submitted may be awarded a grant, depending on funds available and the comparative strength of other applications.

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**ELIGIBILITY REQUIREMENTS**

* **Any District 5680 Rotary Club that has contributed to The Rotary Foundation (TRF) in the Rotary Year just completed (July 1, 2018 – June 30, 2019) is eligible to apply.**
* **ONE TIME ONLY EXCEPTION for the 2019-2020 District Grant cycle only**: Because of the **July 31 application deadline**, which is a change from the previous timelines of both District 5670 and District 5690, the standard requirement that all previously funded District Grant projects must be completed before a club can submit a subsequent District Grant application **will be waived THIS YEAR ONLY**. However, before applying for a 2019-2020 District Grant, any club that was awarded a 2018-2019 District Grant must first either: 1) submit an **INTERIM REPORT** on any still uncompleted 2018-2019 grant project; or 2) submit a **FINAL REPORT**, if the 2018-2019 grant project is completed.



**PROJECT GUIDELINES**

* **Considerable diversity is allowed in the type of District Grant project that can be submitted** for funding consideration (see **The Rotary Foundation DISTRICT GRANTS Rotary District 5680** document for details). However, there are general requirements of all proposed District Grant projects, including:
	+ Grant projects **must relate to 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*;*”*
	+ Grant projects **must include the active participation of Rotarians** in planning and implementation;
	+ Grant projects **must include signage on or in conjunction with the project that identifies the sponsoring local Rotary club and The Rotary Foundation**, in accordance with Rotary’s “Voice and Visual Identity Guidelines” (found at [www.rotary.org](http://www.rotary.org)).
	+ See **The Rotary Foundation DISTRICT GRANTS Rotary District 5680** document for full details.
* Note, however, that there are additional factors beyond compliance with all requirements and the submission of a complete application that may contribute to a differentiating and favorable review of the application (see the top of page 7 of **The Rotary Foundation DISTRICT GRANTS Rotary District 5680** document).



**EXCLUSIONS**

* Projects already in progress or completed;
* Continuous or excessive support of any one project, beneficiary, entity or community;
* Rotary fundraising activities, events, public relations initiatives or operating/administration expenses; or
* Activities primarily implemented by a non-Rotary organization.
* See **The Rotary Foundation DISTRICT GRANTS Rotary District 5680** document for full details.



**FUNDED GRANT REQUIREMENTS**

* **Grant projects are** **expected to be** **completed within 12 months of funding**; however, in no case may project completion exceed 24 months from funding.
* **A FINAL REPORT is required for ALL projects** upon completion of the funded project. Additionally, if completion of a funded project will exceed the expected 12 months, an **INTERIM REPORT** must be submitted by the 12 month point to document progress to date and explain why the project will take longer than the 12 months anticipated (note the report requirement ONE TIME ONLY EXCEPTION above).



**QUESTIONS**

* Contact Larry Tobias, District Grant Subcommittee Chair, lwtobias@gmail.com, 785-640-0702

*This handout provides just a Quick Glance at a few key District Grant guidelines and exclusions.*

***For complete details, carefully review:***

***☞ The Rotary Foundation DISTRICT GRANTS Rotary District 5680***

***☞ 2019-2020 Application Guidelines & Forms***