

DISTRICT AND GLOBAL GRANT GUIDELINES

Rotary grants are designed to support humanitarian service projects. All project elements must be determined, and the cost of each established, to reach a total project cost. Think in terms of buying things or contracting for services, not making a donation. Donations to organizations are not eligible for grants. Rotary grants are not designed to support research.

The Rotary Foundation has very rigorous conflict of interest policies. As a general rule, Rotarians who are associated with a partner organization or are a supplier of project elements should not be a member of the grant committee. By not being a part of the grant committee, the Rotarian will not have direct access to project funds, thus avoiding even the appearance of conflict of interest.

Because grants are project driven, the salaries of employees of partner organizations cannot be included in the project cost. However, a project can contract for services from another organization on a time and materials basis.

Clubs must be in good standing with the District and Rotary International in order to apply for a grant. All dues and all reporting on previous grants must be current.

DISTRICT GRANTS

District grants fund small-scale, short-term activities that address needs in your community and communities abroad. Each district chooses which activities it will fund with these grants.

What district grants support:

You can use district grants to fund a variety of district and club projects and activities, including:

- Humanitarian projects, including service travel and disaster recovery efforts
- Scholarships for any level, length of time, location, or area of study, vocational training, team orientation, and grant management seminars.
- Youth programs, including Rotary Youth Exchange, Rotary Youth Leadership Awards (RYLA), Rotaract, and Interact
- Projects and activities in Rotary and non-Rotary countries where permitted by law and in accordance with Foundation policies.
- Vocational training teams, which are groups of professionals who travel abroad either to teach local professionals about their field or to learn more about it themselves
- May allocate up to 3% of the grant award for grant related administrative expenses such as bank fees, postage, software and independent financial assessment.
- May allocate up to 20% of the grant for contingencies but all projects and activities added to the grant post-approval must be pre-approved by TRF

New projects are eligible for grants. Projects that have already been started are not eligible.

You have plenty of freedom to customize your service projects. Refer to the Terms and Conditions for Rotary Foundation District Grants and Global Grants for information about district grant requirements.

Final Reports:

At the completion of the project a final report must be submitted along with invoices or receipts for all project elements, and copies of all disbursement checks (front and back). If the Project reimbursed an organization the organization must present invoices or receipts for the items the reimbursement covered. Both district and global grants are subject to audit by The Rotary Foundation. Incomplete or missing final reports can render the district ineligible to execute grants until the problem is resolved.

GLOBAL GRANTS

Grants must be within the six areas of focus: peace and conflict prevention/resolution, water and sanitation, basic education and literacy, disease prevention and treatment, maternal and child health, and economic and community development. Projects involving construction of buildings is restricted although there is currently a pilot project to include construction of buildings. Refer to Terms and Conditions for Rotary Foundation District Grants and Global Grants.

Sustainability is a key criteria used to evaluate grants for approval. If equipment is part of the project, how will it be maintained? If training is required, who will supply it? Are these elements included in the total project cost?

Global grants require a host club in the country where the project is being implemented, and an international partner club. Both clubs must have a committee of a minimum three people who will be responsible for managing the project, purchasing all elements, maintaining clear and accurate accounting of funds, communicating on the progress of the project, and developing a publicity plan.

Consider choosing an implementation partner organization that has the expertise to make the project successful. As an example, a recent global beekeeping grant from our district used a partner in Africa who assumed the responsibility of distributing the hives and educating the farmers on beekeeping techniques.