

## **Guidelines of the Project Fund of Rotary District 2405**

- A.** Single grant of the Fund as a rule should not exceed SEK 10,000 and in any case may not cover more than 50% of the project costs.
- B.** The following priorities shall be followed when granting project support:
  - a. Projects that benefit many individuals are prioritized over projects that benefit a few.
  - b. New projects are prioritized over "new phases" in previous/ ongoing/ recurring projects.
  - c. Local projects are prioritized over international projects.
  - d. Projects directly involving Rotarians are prioritized over projects which are carried out by partner organizations and just funded by Rotary.
  - e. Projects with long-term effects are prioritized over projects with short-term effects.
  - f. Projects implemented in cooperation with other Rotary clubs may be prioritized over projects of a single Rotary club.
- C.** To qualify for the grant applications, Rotary club of District 2405 shall contribute to the Project Fund a club contribution equal to or exceeding SEK 297 / EUR 27 per club member on July 1 of the respective Rotary year when the contribution is made; if the contribution is made after July 1, 2026, the contribution amount per member shall be adjusted by the inflation of the previous calendar year stated by the state authority of respective country.
- D.** Application for project support from the Project Fund is made on a form provided to the clubs by the Rotary Foundation Chair of the Rotary District 2405 at a request. The applications are accepted and approved by the Board of the Project Fund at any time. New applications from the club are not accepted until previous projects of this club have been closed and reported.
- E.** At any time one Rotary club can be involved in only one project which has a grant from the Project Fund or from the District Grant of the Rotary Foundation.
- F.** When implementing the project, the club must actively work to make the project publicly known and spread knowledge and good PR about Rotary.
- G.** The final report about the outcome of the project must be submitted to the Board of the Project Fund not later than two months after completion of the project. If the project is not completed for some reason within 12 months after the grant was given, the club must return the unutilized part of the grant to the Project Fund and submit the final report not later than 14 months after the grant was given.
- H.** The club is obliged to refund the awarded grant if the final report is not submitted.
- I.** If misuse of the Project Fund grant is suspected, the Board of the Fund nominates 2 auditors who shall investigate. The result of the investigation must be documented and reported to the Board of the Project Fund.