



# **GLOBAL GRANT SCHOLARSHIP HANDBOOK**

2024-25 District Governor  
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## District 5870 Rotarians:

The Rotary Foundation awards scholarships through global and district grants. This document will focus specifically on Global Grant Scholars. A Global Grant Scholar is someone who plans to pursue a career in one of the Rotary International Areas of Focus. The applicant's graduate-level educational goals should support this career interest.

For the 2025-26 Rotary Year, District 5870 will offer three (3) Global Grant Scholarships to be awarded to candidates to begin study in the fall of 2025. Global Grant Scholarships support post-baccalaureate study in one of Rotary International's seven Areas of Focus (see Handbook Section 2), at a college/university outside of the United States. Each Scholarship will be \$30,000, using \$16,667 in District Designated Funds (DDF) that will be matched with \$13,333 by The Rotary Foundation's (TRF) World Fund.

### **Global Grant Scholarships require:**

1. Sponsoring clubs to be qualified under TRF requirements;
2. Clubs to advertise availability of the Scholarship, collect applications, interview candidates, and recommend a selectee to District;
3. Scholars to gain their own admission to the college/university, before the grant application is submitted to TRF;
4. Sponsoring clubs to be responsible for preparing the application to TRF for the candidate selected by District, managing the grant, receiving quarterly reports, and preparing a final report. The TRF will deposit \$30,000 in the club's separate bank account, and the club is responsible for disbursing funds in accordance with applicable Terms and Conditions; and
5. Scholars to participate in activities provided by sponsoring and host clubs.

The District website ([www.rotarydistrict5870.org](http://www.rotarydistrict5870.org)) contains detailed information and processes for the selection and management of the Global Grant Scholarship. Information is also provided to Club Presidents-elect at Lone Star P.E.T.S. Of particular importance are The Handbook, Application, and Areas of Focus.

Tom Anderson, District Scholarship Chair, may be contacted at [tander6854@sbcglobal.net](mailto:tander6854@sbcglobal.net). If there are suggestions or questions, you can also contact me at [shannoncolemanrotary@gmail.com](mailto:shannoncolemanrotary@gmail.com).

Yours in Rotary Service,

Shannon Coleman

Chair, District 5870 Rotary Foundation Committee

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## General Qualifications and Requirements

- A. The proposed academic program must be a graduate level only.
- B. The program must be at an accredited college/university located outside the United States and its territories, and in a country where Rotary has a presence.
- C. The candidate must be proficient in the native language of the host country and the language of study. Candidates not proficient need to successfully complete a Berlitz Proficiency Interview. *This is not a reimbursable expense.*
- D. The scholar must study within one of the seven Areas of Focus established by Rotary International.
- E. The program must be no less than one academic year, but not longer than four.
- F. The applicant's previous work in the field of study, and his/her career plans, will be considered when evaluating the application.
- G. The scholar must begin his/her academic program during the 2025-26 Rotary Year.
- H. The Applicant must complete a District 5870 Global Grant Scholarship Application. The minimum Grant amount is \$30,000. If the scholar's anticipated budget expenses are less than \$30,000, a service learning project will be required to use the remaining funds. The scholar will be expected to provide an outline of the project, and its budget, at the District interview. The project must be conducted in the country of study and in the scholar's Area of Focus.
- I. The scholar may not be:
  - 1. A Rotarian;
  - 2. An employee of a club, district, or other Rotary entity;
  - 3. The spouse, a lineal descendant (child or grandchild by blood or stepchild legally adopted or not), the spouse of a lineal descendant; or
  - 4. Ancestor (parent or grandparent by blood) of any person in the foregoing two categories.
- J. The scholar must live in the immediate vicinity of the approved study institution in the host district, and participate in the host club and district activities;
- K. The applicant must complete all required reports during and after his/her scholarship period; and
- L. Participate in club and district committee interviews. The interview may be in person or video. If travel to the interview site creates an unreasonable burden, the candidate may request a video interview.

## Areas of Focus

### A. Peace and Conflict Prevention/Resolution

Scholars are expected to study ways to prevent and mediate conflict, and to support peace-building in communities and regions affected by conflict. Preferred programs include conflict prevention/resolution, peace and justice and international relations or law, with a specialization in peace and conflict.

Programs that will be considered favorably focus directly on peace and conflict resolution. Programs that will not be considered favorably relate to general international relations or law.

### B. Disease Prevention and Treatment

Scholars are expected to study ways to prevent disease and promote health by:

1. Improving the capacity of local health care professionals;
2. Promoting disease prevention programs, with the goal of limiting the spread of communicable diseases and reducing the incidences of and complications from non-communicable diseases;
3. Enhancing the health infrastructure of local communities;
4. Educating and mobilizing communities to help prevent the spread of major diseases; and
5. Preventing physical disability resulting from disease or injury.

Preferred academic programs include public health, and advanced degrees in nursing and medicine.

### C. Water and Sanitation

Scholars in this area are expected to study ways to ensure that people have sustainable access to water and sanitation by:

1. Providing equitable community access to safe water, and improved sanitation and hygiene;
2. Strengthening the ability of communities to develop, fund, and maintain sustainable water and sanitation systems; and
3. Supporting programs that enhance communities' awareness of the benefits of safe water, sanitation and hygiene.

Preferred academic programs include water science/engineering, water management, environmental science, epidemiology, and parasitology.

### D. Maternal and Child Health

Scholars in this area are expected to study ways to improve the health of mothers and their children by:

1. Reducing the mortality and morbidity rate for children under the age of five;

2. Reducing the maternal mortality and morbidity rate; and
3. Improving access to essential medical services, trained community health leaders, and health care providers for mothers and their children.

Preferred academic programs include epidemiology, nutrition, global health, public health, and health promotion and degrees in nursing and medicine.

#### E. Basic Education and Literacy

Scholars in this area are expected to study ways to ensure that all people have sustainable access to basic education and literacy by:

1. Involving the community to support programs that strengthen the capacity to provide basic education and literacy to all;
2. Increasing adult literacy in communities; and
3. Working to reduce gender disparity in education.

Preferred academic programs include education, literacy, curriculum development, special education, and school administration.

#### F. Economic and Community Development

Scholars in this area are expected to study ways to invest in people by creating sustainable, measurable and long-term economic improvements in their communities and livelihoods by:

1. Building the capacity of entrepreneurs, community leaders, local organizations, and community networks to support economic development in impoverished communities;
2. Developing opportunities for productive work; and
3. Reducing poverty in underserved communities.

Preferred academic programs include social science degrees with a specific focus on economic and community development, and business degrees tailored for social business or microcredit. Programs that will be favorably considered include those that:

1. Focus on grass-roots economic development strategies;
2. Focus on addressing economic issues of poor and underserved communities;
3. Support social business development, such as a tailored track within a Masters of Business administration program; and
4. Include "community development" in the name of the program or tailored track.

Programs that will not be favorably considered include those that:

1. Focus on purely theoretical or macro-level economics;

2. Support general private business development, such as a Masters of Business Administration, and
3. Connect in a general way to the field of community development but do not include "community development" in the name of the program or tailored track.

Careers that will be considered favorably include those that focus on improving the economic well-being of poor and underserved communities and are in a non-profit or social enterprise environment. Careers that will not be considered favorably include those that focus on general business activities in a private or corporate enterprises.

#### G. Environment

Scholars are expected to study ways to protect, preserve, and conserve the environment by:

1. Protecting and restoring land, coastal, marine, and freshwater resources;
2. Developing opportunities for productive work;
3. Supporting agroecology and sustainable agriculture, fishing, and aquaculture practices to improve ecological health;
4. Addressing the causes of climate change and climate disruption and supporting solutions to reduce the emission of greenhouse gasses;
5. Strengthening the resilience of ecosystems and communities affected by climate change and climate disruption;
6. Supporting education to promote behaviors that protect the environment;
7. Advocating for the sustainable consumption of products and the environmentally sound management of byproducts to build a more resource-efficient economy; and
8. Addressing environmental justice issues and public health concerns.

If the overall cost of a Scholar's education program is less than \$30,000, he/she will be required to complete a service project in the host community. This project must fall within the scholar's Area of Focus. If a project is required, the scholar will be expected to present it at the District interview.

## **Timeline for Selecting a 2025-26 Scholar**

### April 2, 2024

The Handbook, Application and related materials are made available on the District 5870 website. Based on the District schedule below, clubs establish an interview committee, and disseminate materials as appropriate.

### November 4, 2024

Due date for clubs to receive applications from candidates. Clubs schedule and conduct interviews, and select one candidate to be recommended to District.

### November 25, 2024

Clubs must have submitted all required application documents, including Club Certification, to the District Scholarship Chair. The recommended candidate must have determined the college/university that he/she wants to attend.

### December 14, 2024

District interviews will be held for scholars to begin study in 2025-26 academic year. The committee will determine whether to interview candidates in person or by video. If travel to the interview site creates an unreasonable burden, the candidate may request a video interview.

### January 30, 2025

District secures host clubs for scholars. Sponsoring clubs work with their scholar and the host club to complete the on-line Global Grant Scholarship Application to TRF.

### June 30, 2025

The last date the Scholarship Application must be submitted to TRF. It is recommended that the document be submitted as early as practicable.

### September, 2025

Scholars begin study (a minimum of 90 days is required between the submission of a Scholarship Grant and the start of international travel).



## Sponsoring a Global Grant Scholar

- A. The club President and Board commit to the program.
- B. A grant certified member serves as Primary Contact to implement the scholarship process.
- C. The club promotes the opportunity at colleges/universities, organizations, and
- D. The candidate should be one who:
  - 1. Possesses excellent leadership skills and potential;
  - 2. Has a proven record of success in his/her academic field or vocation;
  - 3. Has demonstrated a personal commitment to community service;
  - 4. Has well-defined and realistic goals that align with the Area of Focus in which the scholar has chosen to study;
  - 5. Has concrete ideas as to how he/she will make advances within the chosen career field; and
  - 6. Is sincere about maintaining a lifelong relationship with Rotary after the scholarship period.
- E. The committee conducts interviews, and submits no more than one name to the District Scholarship Chair, see Schedule, page 5.
- F. The Primary Contact advises and prepares the candidate for the District interview.
- G. If the club's candidate is selected by District, the Primary Contact is responsible for preparing the application to TRF.
  - 1. The District Foundation Chair secures the host club, which must be completed before the application to TRF is initiated.
  - 2. The Primary Contact initiates the application to TRF on the My Rotary website, and is responsible for ensuring its completion.
  - 3. The Primary Contact assists the candidate to prepare the application budget (Note: Receipts above \$ 75 must be kept for budgeted expenditures to the total amount of the Scholarship, and filed with the Continuation/Final Report to TRF), and advises as needed.
- H. Following approval of the application by TRF, The club should:
  - 1. Inform the candidate of any requests for additional information from TRF;
  - 2. Consider supplying the scholar with club banners and business cards, with the Rotary emblem and his/her picture;
  - 3. Schedule the awardee to make a presentation at a club meeting;
  - 4. Develop and communicate invoice, payment requirements and reporting schedules;
  - 5. Clearly communicate expectations about eligible expenses for each line

item (i.e., housing, yes; liquor, no);

6. Secure the name and address of a trusted individual, usually mother or father, in the US to whom the club will send the funds requested in the scholar's invoices; and
7. Receive TRF funds in the club's account for dispersal.

I. During the scholarship period, the club is to:

1. Maintain regular communication, with the scholar at least quarterly, to share information with fellow Rotarians and allow the scholar to relate news about his/her sponsoring club;
2. Encourage the scholar to share concerns or problems. He/she may sometimes be uncomfortable involving the host counselor in a sensitive issue, and may need a sympathetic contact back home;
3. On the schedule required by TRF, file a continuation and final report, which requires receipts for expenses of US \$75 and more.

J. After the Scholar completes his/her program:

1. If possible, meet and welcome scholar home;
2. Arrange for the scholar to speak to the club about his/her experiences;
3. Cooperate with the scholar and host club to complete the final report for TRF; and
4. Maintain communication with the scholar, and report to the club, as appropriate.

## Scholar Expenses Worksheet

The following worksheet may be helpful in budget preparation. Items may not be all inclusive. Receipts, above \$75 in the amount of the grant, must be filed with the final Report to TRF.

Item	Notes	Approximate Cost
Tuition	Costs vary by university, by semester hour, and by degree program	
Room and Board	The host club may help determine what these costs are	
Books, lab fees and other classroom and/or university fees and expenses	Identify additional classroom expenses	
Living Allowance	Develop a reasonable allowance for incidental expenses	
Transportation to/from the university	Include airfare, ground transportation, baggage fees, etc.	
Passport, Visas, Entry/Exit Fee and Immunizations	The following websites may be helpful: <ol style="list-style-type: none"> <li>1. Passports: <a href="http://travel.state.gov/passport">http://travel.state.gov/passport</a></li> <li>2. Visas: <a href="http://travel.state.gov/visa/">http://travel.state.gov/visa/</a></li> <li>3. Immunizations: <a href="http://www.cdc.gov/travel">http://www.cdc.gov/travel</a></li> </ol>	
Health Insurance	Section 3(4)(f) of Applicant's Certification in GGS Application provides minimum requirements	
Service Project	Only required if total expenses in above categories are less than \$30,000	

## TRF Club Qualification Requirements

Qualification is an annual process and is required for participation in Global Grants. To qualify, a club must:

- A. Sign the Club Memorandum of Understanding (MOU);
- B. Be current on all District and RI dues;
- C. Not be delinquent on TRF grant reporting requirements;
- D. Have filed an IRS Form 990 for the Rotary Year ending June 30, 2025;
- E. Have at least two persons Grant Management certified, one of which is the sitting club president;
- F. Agree to comply with the Conflicts of Interest Policy;
- G. Agree with the Financial Stewardship Protocol (the club, as an entity, is responsible for the use of grant funds *regardless of who controlled the funds*);  
*and*
- H. Agree to participate in audits.

The Club Memorandum of Understanding (MOU) is an agreement between the club and District 5870 explaining what measures the club will undertake to ensure proper implementation and management of Rotary Foundation Global Grant Scholarship and funds. By signing this document, the club agrees that it will comply with all TRF requirements. The MOU requires that the club:

- A. Appoint a Club Qualification Manager;
- B. Develop a written succession plan for grant records to ensure document retention requirements are met;
- C. Establish a club bank account to be used only for TRF grant funds that requires two signatures for all checks and withdrawals; and
- D. Develop written plans and policies for:
  1. Custody of the bank account;
  2. Financial Management;
  3. Document retention to ensure that all grant and qualification related materials retained for a minimum of five years (or longer if required by law); and
  4. Document storage in a known location that is accessible to both club Rotarians, and TRF, or the District upon request.

Additional Terms and Conditions for Global Grants can be found at <https://my.rotary.org/en/take-action/apply-grants/global-grants>

## **Club Endorsement and Submission of Candidate to District**

**When the Club has chosen a Scholar candidate, complete the Club Endorsement found on the last page of the Application. The Application and related materials, including the Club Endorsement, must be sent to the District 5870 Global Grant Scholarship Chair no later than November 25, 2024.**

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