

# **Global Grant Scholarship Handbook**

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Dear District 5870 Rotarians:

District 5870 will sponsor one Global Grant Scholarship to The Rotary Foundation (TRF) for the 2024-25 Year. Successful candidates will begin study in the fall of 2024.

Global Grant Scholarships support post-baccalaureate study in one of Rotary International's seven Areas of Focus, 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 TRF's World Fund.

Global Grant Scholarships require:

1. Sponsoring clubs to be qualified under TRF specifications.
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.
6. Materials are provided to club Presidents at Lone Star P.E.T.S. The District's website contains detailed information and processes for the selection and management of the Global Grant Scholarship. Of particular importance are The Handbook, the Application, and Areas of Focus.

If there are suggestions or questions, please contact me, [jwchap@yahoo.com](mailto:jwchap@yahoo.com). Tom Anderson, District Scholarship Chair may be contacted at [tander6854@sbcglobal.net](mailto:tander6854@sbcglobal.net).

Yours in Rotary Service,

Jerry Chapman  
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. Candidates not proficient need to successfully complete a Berlitz Proficiency Interview in the language of study prior to the date of the District 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 2024-25 Rotary Year.
- h. The Applicant must complete a District 5870 Global Grants Scholarship Application. The minimum Global 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.
- i. The scholar will be expected to provide an outline of the project, and its budget, at the District interview.
- j. The project must be conducted in the country of study and in the scholar's Area(s) of Focus.
- k. The scholar may not be:
  - A Rotarian.
  - An employee of a club, district, or other Rotary entity.
  - The spouse, a lineal descendant (child or grandchild by blood or stepchild legally adopted or not), the spouse of a lineal descendant, or an ancestor (parent or grandparent by blood) of any person in the foregoing two categories.

- l. The scholar must live in the immediate vicinity of the approved study institution in the host district and participate in the host Rotary club and district activities.
- m. The applicant must complete all required reports during and after his/her scholarship period.
- n. Scholarship candidates must participate in District interviews. The committee prefers to interview in person. If travel to the interview site creates an unreasonable burden, the candidate may request a video interview.

## Areas of Focus

The following 7 Areas of Focus have been established by The Rotary Foundation of Rotary International for study under a Global Grant Scholarship:

### 1. Peace and Conflict Prevention/Resolution

Scholars in this area are expected to study ways to prevent and mediate conflict, and to support peacebuilding in communities and regions affected by conflict. Preferred academic programs include conflict prevention/resolution, peace and justice studies, 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.

### 2. Disease Prevention and Treatment

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

- a. Improving the capacity of local health care professionals.
- b. 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.
- c. Enhancing the health infrastructure of local communities.
- d. Educating and mobilizing communities to help prevent the spread of major diseases.

Preventing physical disability resulting from disease or injury.

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

### 3. Water and Sanitation

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

- a. Providing equitable community access to safe water, and improved sanitation and hygiene.
- b. Strengthening the ability of communities to develop, fund, and maintain sustainable water and sanitation systems.
- c. 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.

### 4. Maternal and Child Health

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

- a. Reducing the mortality and morbidity rate for children under the age of five.
- b. Reducing the maternal mortality and morbidity rate.
- c. 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.

### 5. 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:

- a. Involving the community to support programs that strengthen the capacity to provide basic education and literacy to all.
- b. Increasing adult literacy in communities.
- c. Working to reduce gender disparity in education.

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

## 6. Community Economic 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:

- a. Building the capacity of entrepreneurs, community leaders, local organizations, and community networks to support economic development in impoverished communities.
- b. Developing opportunities for productive work.
- c. 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:

- a. Focus on grass-roots economic development strategies.
- b. Focus on addressing economic issues of poor and underserved communities.
- c. Support social business development, such as a tailored track within a Master of Business Administration program.
- d. Include "community development" in the name of the program or tailored track.

Programs that will not be favorably considered include those that:

- a. Focus on purely theoretical or macro-level economics.
- b. Support general private business development, such as a Master of Business Administration.
- c. 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.

The applicant's career plans as they relate to economic and community development are:

- a. Careers that will be considered favorably include those that either:
  - (1) focus on improving the economic well-being of poor and underserved communities; and

(2) are in a non-profit or social enterprise environment.

- b. Careers that will not be considered favorably include those that focus on general business activities in a private or corporate environment.

## 7. Environment

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

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

## Service Project

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 2024-25 Scholar

### March 1, 2023

The Handbook and 2024-25 Application available on District 5870 website. The club, on its own initiative, will disseminate information about the Scholarship, establish an interview committee and specify a timeline for interviewing and selecting a candidate.

### November 6, 2023

Applications are due to the club.

### November 20, 2023

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

### December 9, 2023

District interviews will be held for scholars to begin study in 2024-25 academic year. The Committee prefers to interview candidates in person but may choose to interview via video.

### March 1, 2024

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, 2024 (No Later Than)

The Scholarship Grant must be submitted to TRF, but the earlier the better.

### September 2024

Scholars arrive to 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

The following actions and criteria may be helpful to clubs considering sponsoring a Global Grant Scholar.

- a. The Club President and Board commit to the program.
- b. A grant certified member agrees to serve as the Sponsor Counselor (SC) to oversee the Scholarship process. A different member may serve as the Primary Contact (PC) to manage the processes, communications, and details of the effort.
- c. The Club promotes the opportunity at colleges/universities, organizations, and individuals within the area, and makes available the Application, as requested.
- d. The Club establishes an interview committee.
- e. The candidates should be someone who:
  - 1) Possesses excellent leadership skills and potential.
  - 2) Has a proven record of success in his or 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.
  - 6) Is sincere about maintaining a lifelong relationship with Rotary after the scholarship period.
- f. The committee conducts interviews and submits no more than one name to the District Scholarship Chair, *see Timeline, section 4*.
- g. The SC/PC advises and prepares the candidate for the District interview.

If the Club's candidate is selected by District, the SC, or PC if designated, responsible for preparing the application to The Rotary Foundation.

The Steps are:

- a. The District Foundation Chair secures the host club, which will be completed before the application is initiated.
- b. The SC/PC initiates the application to The Rotary Foundation (TRF) on the My Rotary website and is responsible for ensuring its completion.

- c. The SC/PC 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 Final Report to TRF), and advises as needed.

Following approval of the application by TRF, the club should:

- a. Inform the candidate of any requests for additional information from TRF.
- b. Consider supplying the Scholar with club banners and business cards, with the Rotary emblem and his/her picture.
- c. Schedule the awardee to make a presentation at a club meeting.
- d. Develop and communicate payment requirements and reporting schedules to the Scholar. Clearly communicate expectations about eligible expenses for each line item (e.g., housing, yes; liquor, no).
- e. Secure, from the Scholar, the name and address of a trusted individual, usually mother or father, in the US to whom the club will send the funds, per the previously established schedule.
- f. Receive TRF funds in the Clubs' account, for dispersion as scheduled,

During the scholarship period, the Club will:

- a. Maintain regular communication, at least quarterly, with the Scholar to share information with fellow Rotarians and allow the Scholar to relate news about his/her sponsoring club.
- b. Encourage the scholar to share concerns or problems. Scholars may sometimes be uncomfortable involving the host counselor in a sensitive issue and may need a sympathetic contact back home.
- g. If the scholarship is longer than 12 months, file a continuation report to TRF, which requires receipts for expenses of US \$75 and more.

After the Scholar completes his/her program, the club:

- a. If possible, meet and welcome Scholar home.
- b. Arrange for the Scholar to speak to the Club about his/her experiences.
- c. In cooperation with the Scholar and host club, complete the final report for TRF.
- d. 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, 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: 1. Passports: <a href="http://travel.state.gov/passport">http://travel.state.gov/passport</a> 2. Visas: <a href="http://travel.state.gov/visa/">http://travel.state.gov/visa/</a> 3. Immunizations: <a href="http://www.cdc.gov/travel">http://www.cdc.gov/travel</a>	
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. Meet the District qualification criteria.
- b. Have at least two persons Grant Management certified, one of which is the sitting club president.
- c. Agree to comply with the Conflicts of Interest Policy.
- d. 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*).
- e. 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 of Global Grants and management of Rotary Foundation Global Grant funds. By signing this document, the club agrees that it will comply with all Foundation 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 documents are retained for a minimum of five years (or longer if required by applicable law).
- 4) Documents are stored 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” in the 2023-24 GGS Application.**

**The application and required documents for the chosen candidate, along with the Club Endorsement, must be sent to the District 5870 GGS Chair by November 20, 2023:**

**Tom Anderson  
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Austin, Texas 78731  
[tander6854@sbcglobal.net](mailto:tander6854@sbcglobal.net)**