

Rotary International D9675

DISTRICT GRANT INFORMATION SHEET.

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:

Clubs 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.

Youth programs, including Rotary Youth Exchange, Rotary Youth Leadership Awards (RYLA), Rotaract, and Interact.

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.

Clubs have plenty of freedom to customize their service projects. Refer to the Terms and Conditions for Rotary Foundation District Grants available on the district website for information about district grant requirements.

How they're funded:

District may use up to 50% of its District Designated Fund (DDF) to receive one district grant annually. This percentage is calculated based on the amount of DDF generated from a district's Annual Fund giving three years prior, including Endowment Fund earnings. District is not required to request the full amount available.

District receives this funding as a lump sum and then distributes it to the clubs.

Qualification:

For clubs to apply for a district grant they **must be qualified each year**.

To become qualified, club presidents and presidents-elect must:

- Agree to implement the club qualification MOU.
- Organize for at least one club member to attend the district's grant management seminar (usually included district assembly agenda) or complete the online grant management seminar in Rotary International's Learning Center.

District Grant timelines:

15th May each year – Grant application and reporting documents are posted on the district website.

31st July each year – Applications close (refer to application).

Late August each year – funds are forwarded to clubs for successful applications.

31st January each year – Interim or Final Reports are due.

31st July the following year Final Reports are due.

How clubs request funds:

The district grant application form is available for download on the district website.

Many applications come through in a short period of time. To ensure all are processed please note the conditions and follow the instructions and requirements below when making the application.

Instructions, Reporting requirements and documentation:

Please send applications and reports by email to:

grants@rotarydistrict9675.org.

The **subject line** of the email should start with the **club name**.

The email for the application and any further correspondence must be sent from the primary contact, the Project Manager.

If the project manager changes during the project, please email the grants chair indicating the change.

Clubs must be qualified by participating in a Grants Seminar or completed the RI on-line Grants Management course to be eligible for a District Grant.

Clubs that have incomplete or non-reported grants from previous years are unable to apply.

Club's giving history to The Rotary Foundation will be considered during the approval process.

Please note that projects are short term and **expected** to be completed within 12 months after receipt of funds.

However, all grant projects and activities funded by district grants **must** be completed within a maximum period of 24 months.

Grant recipients must provide a report to the district how grant funds are used. They can submit either an interim report or a final report – refer to the district grant report document.

The report must be entirely complete to be accepted.

Attach all Receipts and Bank Statements as proof of expenditure highlighted.

Unused funds:

If all of the grant funds have not been used, all unused grant funds must be returned to the district.

Cancelled grants:

If a district grant is cancelled, all of the funds must be returned to the district.

The Foundation may at any time review grants, conduct an audit, send a monitor, require additional documentation, and suspend any or all payments.