



The Rotary Foundation Rotary District 9790

A Guide to District Grants

District Grants may be made to support Local Community projects and International Community projects.

Criteria for District Grants

District Grants – Local Community (DG-LC)

- i) are for smaller local community projects;
- ii) require active Rotarian participation but do not require a partner;
- iii) minimum grant of \$1,000;
- iv) maximum grant of \$2,500;
- v) match club contributions dollar for dollar;
and
- vi) payment will be made to the club upon completion of the project and provision of a report in a satisfactory form

District Grants – International Community (DG-IC)

- i) are for international projects that do not qualify for a Global Grant;
- ii) require an international partner that can be a Rotary District, a Rotary Club or a third party. Preference will be given to Rotary partners;
- iii) minimum grant of \$1,000
- iv) maximum grant of \$8,000
- v) match club contributions 50 cents in the dollar;
- vi) the Rotary club is accountable for the management of grant funds in accordance with the 'Club Memorandum of Understanding';
- vii) up to 50% of the grant may be paid to the club upon approval with the balance being paid upon completion of the project and provision of a report in a satisfactory form.

Club Eligibility to Receive a District Grant

Your Rotary Club must

- i) have signed a 'Club Memorandum of Understanding' and in the case of an International project a club representative must have attended a District 9790 Grant Management Seminar;
- ii) be current in payment of dues to Rotary District 9790 and Rotary International;
- iii) be current in meeting the reporting requirements on open Global or District Grants;
- iv) have contributed to The Rotary Foundation Annual Programs Fund over the previous three years in an amount equal to the lesser of \$100 per current member or the amount of the requested grant

Use of Grant Funds

- i) approval must be obtained before the project is started;
- ii) the club is responsible for the proper disbursement of grant funds
- iii) the club is responsible for prompt repayment to the District for any funds not properly disbursed or accounted for;

- iv)** Applicant clubs should review the 'Terms and Conditions for Rotary Foundation District Grants and Global Grants' to ensure that the project is eligible for funding.

Other

- i)** funds contributed to the project from outside sources will not be matched, even if paid through club accounts;
- ii)** each project must be a new project for the initiating club and for each of the clubs co-operating on a joint project;
- iii)** each club may apply for only one District Grant-Local Community between 1st July and 31st December. Additional applications will be accepted after 31st December if funds are available.

Reporting and Payment

- i)** Grants are paid to reimburse Club expenditure on the project, as evidenced by the presentation of invoices and receipts at completion of the project.
- ii)** The amount paid will be the agreed proportion of the actual eligible expenditure or the District Grant amount awarded - whichever is the lesser.
- iii)** Therefore, payment of the amount awarded to clubs is contingent on the District 9790 Grants Subcommittee receiving original or certified copies of invoices and/or receipts for project expenditure.
- iv)** These invoices and receipts must detail what goods and services were purchased.
- v)** Payment is also dependent on presentation of a District Grant Project Report that is accepted upon review by the District 9790 Grants Subcommittee Chairman.
- vi)** It is stressed that the reporting obligations are essential to payment of the grant.

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