

District 7850 District Grants Overview
2021/2022 Rotary Year
District Governor Michael Carrier

Overview:

A District Grant is a tool Rotary Districts utilize to support short-term, humanitarian projects that benefit the community. District Grants are funded with Rotary Foundation District Designated Funds (DDF).

Our district may apply annually for a single grant for one or more projects that utilizes a maximum of 50% of its SHARE allocation, which represents 50% of annual giving three years prior.

Program Requirements:

At least one Club member must attend a Grants Management Seminar.

The Club President (2021-2022) and another board member (2021-2022) must be willing to sign the Club Memorandum of Understanding for District Grants.

- Projects must be initiated by a Rotary club in the project location. We cannot send funds to another part of the world if there is no Rotarian involvement in that country or other part of the USA. Rotarian involvement can be one of our District 7850 Rotarians who goes to the project location to oversee the project.
- Grant funds cannot be used for:
 - Reimbursement of existing projects;
 - Construction or renovation;
 - Salaries, stipends, or honorariums;
 - Operating expenses of another organization; and
 - Personal or professional development.
- District Grants require the direct involvement of Rotarians by:
 - Assessing community needs and developing of a project plan;
 - Establishing a committee of at least three Rotarians to oversee the expenditure of funds;
 - Implementing the projects;
 - Demonstrating evidence of community involvement and ownership;
 - Organization meetings with local service providers, local officials, and/or recipients;
 - Promoting the projects in the local media

Reporting Requirements:

- Interim reports are required six months after receipt of the grant and a final report is required within two months of full expenditure of grant funds or by 15 May, whichever comes first.
- The final report must include:
 - A detailed and clearly organized report of all expenses;
 - Copies of receipts for items purchased greater than US\$75.00;
 - An Independent Financial Review, if amount received is more than US \$25,000;

- A detailed account of Rotarian participation in the implementation of the grant, which reflects the required Rotarian activities; and
- A narrative that includes information on the implementation of the project and how experience gained from it will inform/guide the club and the district for the next rotary year.

The District Grant Chair and/or Committee

District Grants will be administered by the District Grant Committee, a sub-committee of the District Rotary Foundation committee. This committee will meet at the pleasure of the District Governor and/or the District's Foundation Chair to monitor the grant process. The Chair or Committee will:

- Educate clubs in District 7850 about District Grants (DGs) and determine grant application deadlines.
- Distribute District Grant overview information and application documents via the District's Rotary Foundation web page www.rotary7850.org
- Approve and monitor grants.
- Account to the Rotary Foundation for all funds granted.
- Determine the application process.
- Meet after the grant application deadline to consider all applications received.

Clubs will learn the status of their application once the District 7850 Grant Application is approved by the Rotary Foundation.

The District Steward will review all final reports to make sure reporting requirements have been met.

NOTE:

- Failure to comply with The Rotary Foundation policies and guidelines will result in the club returning misused grant funds in their entirety and being barred from receipt of future grants for a period of up to five years.
- Failure to fully comply with these policies may also jeopardize District 7850's ability to participate in this program in the future.

Please direct all questions and correspondence to Bob Broadhurst, District Grants Chair
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