

A Guide to District Grants 2017-18

District Grants may be made to support Local Community Projects or International Projects.

CRITERIA FOR DISTRICT GRANTS

District Grants – Local Community (DGLC)

- i) are for smaller local community projects in Australia;
- ii) **require active Rotarian participation** but do not require a partner
 - There **MUST** be Rotarian initiation of, or active involvement in the Project.
 - A cash contribution by a Rotary Club to a project of another body **WILL NOT** be eligible for a Grant
- iii) minimum grant \$1,000
- iv) are limited to a maximum grant of \$2,500 matching club contribution dollar for dollar: and
- v) payment at the time of approval and require a report in a satisfactory form on completion of the project. All invoices and receipts must be provided to District
- vi) **NOTE:** A Rotary Club or a Rotarian **MAY NOT** be the beneficiary of the Grant e.g. equipment will not be funded that will remain with a Club or Rotarian
- vii) The application should include details regarding publicity for the Club and The Rotary Foundation

District Grants – International (DGI)

- i) are for international projects that do not qualify for a Global Grant
- ii) This includes Projects in Australia that benefit an international country or person
- iii) require an international partner that can be a Rotary District, a Rotary Club or a third party. Preference will be given to Rotary partners
- iv) Are for an Area of focus as per TRF Guidelines and should include comments on community engagement and sustainability
- v) are limited to a grant of up to \$5000 matching club contributions 50 cents in the dollar of club contribution e.g. Club contributes \$10,000 Foundation contributes \$5,000
- vi) Management of grant funds in accordance with the District 9800 Letter of Participation that outlines the responsibilities of the local and international partners
- vii) Depending on the size of the grant the full amount may be paid at the discretion of the District Foundation Committee (DFC) Alternatively up to 50% of the grant may be paid to the club on approval with balance being paid upon completion of the project. In both instances there is a requirement for the provision of a satisfactory report. Copies of all invoices and receipts are required

Club Eligibility to Receive a District Grant

Your Rotary Club must

- i) have signed a Memorandum of Understanding and have representatives of the club attend a District Foundation Grants Seminar
- ii) be current in payment of dues to Rotary District 9800 and Rotary International
- iii) be current in meeting the reporting requirements on open Global or District Grants
- iv) Have no outstanding Reports on District or Global Grants

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) the Rotary Foundation has determined both **permitted and prohibited uses of grant funds** and applicant clubs should review the complete guidelines 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 cooperating 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) Club expenditure on the project is reviewed in the original application and checked again on receipt of the final report. This requires the retention of invoices and receipts at the completion of the project, and these must be available for review
- ii) Copies of all invoices / receipts must be supplied to the DFC. These must detail what goods and services were purchased
- iii) The amount paid will be the agreed proportion of the actual eligible expenditure or the District Grant amount awarded –whichever is the lesser
- iv) Any future project support for a club, is dependent on presentation of a District Grant Project Report on completion of the project that is accepted upon review by the District Grants Subcommittee

Further Information

<http://www.district9800foundation.org/grantsinfo/>