***![C:\Users\ltobias\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\HQHZ33GP\Very-Basic-Binoculars-icon[1].png]()Key Guidelines & Requirements for 2022-2023***

**Rotary Foundation District Grants**

**DISTRICT 5680**

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**APPLICATION PROCESS & KEY DATES**

* **The APPLICATION DEADLINE is JULY 31, 2022.**
* A **District Grant Application Packet**, containing Application Instructions, Application Form & Memorandum of Understanding (MOU), will be distributed in hard copy to incoming club presidents at PETS and again via email following PETS. These documents will also be available on the District 5680 website.
* Both the Application Form and MOU are **required to be submitted electronically and must be signed by the Club President and the Project Coordinator.**
* Review of submitted applications will be accomplished by the District Grants Review Committee within 30 days following the application deadline (August 31), with final approval from The Rotary Foundation (TRF) typically within another 60 days, and TRF funding following that.

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**GRANT AWARDS**

* While it is anticipated that most clubs will seek District Grants of smaller amounts (there is no minimum amount requirement), **requests for up to $5,000 will be considered for qualifying projects** **of significant size.**
* Applicant clubs must document participation in the cost of the proposed project with a **required dollar-for-dollar match** to the requested District Grant. For example, if the request is for a $1,000 District Grant, the project must also include at least a $1,000 funding commitment from the applicant club.
* While project partners are advantageous and encouraged, any **monetary contributions to the project from other sources must be in excess of the dollar-for-dollar match required** from the applicant club.
* Clubs may submit more than one application for a District Grant; however, since **this is a competitive program with limited grant dollars to award**, there should be a clear indication which application represents the club’s priority project. Note also that **not all qualifying applications submitted may be awarded a grant, depending on funds available and the comparative strength of other applications.**

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**ELIGIBILITY REQUIREMENTS**

* **Only District 5680 Rotary Clubs that have contributed to The Rotary Foundation (TRF) in the Rotary Year just completed (July 1, 2021 – June 30, 2022) are eligible to apply.**
* The required Grant Report (Interim or Final) for the prior year’s District Grant must be submitted by the application deadline in order for the club to be eligible to submit an application for a new District Grant.
* Please see the *District Grants Policy* for other factors which will be considered by the review committee in the grants review process.



**PROJECT GUIDELINES**

* **Considerable diversity is allowed in the type of District Grant project that can be submitted** for funding consideration (see **The Rotary Foundation DISTRICT GRANTS Rotary District 5680** document for details). However, there are general requirements of all proposed District Grant projects, including:
	+ Grant projects **must relate to the mission of The Rotary Foundation***…”to enable Rotarians to advance world understanding, goodwill, and peace through the improvement of health, the support of education, and the alleviation of poverty*;*”*
	+ Grant projects **must include the active participation of Rotarians** in planning and implementation;
	+ Grant projects **must include signage on or in conjunction with the project that identifies the sponsoring local Rotary club and The Rotary Foundation**, in accordance with Rotary’s “Voice and Visual Identity Guidelines” (found at [www.rotary.org](http://www.rotary.org)).
* Note, however, that there are additional factors beyond compliance with all requirements and the submission of a complete application that may contribute to a differentiating and favorable review of the application.



**EXCLUSIONS**

* Projects already in progress or completed;
* Continuous or repeated support of any one project, beneficiary, entity or community;
* Rotary fundraising activities, events, public relations initiatives or operating/administration expenses; or
* Activities primarily implemented by a non-Rotary organization.



**FUNDED GRANT REQUIREMENTS**

* **Grant projects are** **expected to be** **completed within 12 months of funding**; however, in no case may project completion exceed 24 months from funding.
* **A FINAL REPORT is required for ALL projects** upon completion of the funded project. Additionally, if completion of a funded project will not be completed by the subsequent year’s Grant Application due date of July 31, an **INTERIM REPORT** must be submitted as well.



**QUESTIONS**

* Contact Andrea Krauss, District Grant Subcommittee Chair, andrea.krauss@johnofarmer.com, 785-483-3144, Ext. 215.

*This handout provides just a Quick Glance at a few key District Grant guidelines and exclusions.*

***For complete details, carefully review:***

***☞ The Rotary Foundation/Rotary District 5680 DISTRICT GRANTS POLICY***

***☞ Application Guidelines & Forms***