



TERMS AND CONDITIONS FOR ROTARY FOUNDATION DISTRICT GRANT INTERNATIONAL PROJECTS (D6060)

The Rotary Foundation (TRF) and/or the District 6060 Foundation Committee may modify the terms and conditions of the grant at any time.

WHAT WE FUND

International projects that are the result of collaboration between a club in District 6060 and an international Rotary Club can be funded through our block grant from The Rotary Foundation, subject to availability of funds, approval by both the District and TRF, and qualification of the sponsor club.

Grant projects can commence any time after funding is available, which is generally early August of each Rotary year. This program is designed to fund projects that are short-term; i.e.: completed in entirety within 12 months after disbursement of funds.

ELIGIBILITY GUIDELINES

All Foundation grant activities must:

- Relate to the mission of The Rotary Foundation
- Include the active participation of Rotarians
- Exclude any liability to The Rotary Foundation or Rotary International beyond the funding amount of the grant
- Adhere to the governing laws of the United States and the host area of the grant, and harm no individuals or entities. Sponsors for projects and travel planned for countries sanctioned by the US Department of the Treasury Office of Foreign Assets Control may need to supply additional information.
- Only fund activities that have been reviewed and approved by TRF before their implementation. Grants may not be used to reimburse clubs or districts for activities and expenses already completed or in progress. Planning for grant activities prior to approval is encouraged, but expenses may not be incurred. After grant approval, any changes to the original project plan must be pre-approved by TRF.
- Demonstrate sensitivity to the host area's tradition and culture
- Comply with the Conflict of Interest Policy for Program Participants as outlined in section 10.030 of The Rotary Foundation Code of Policies and in the final section below.
- Comply with the Rotary International policies for use of Rotary International's trademarks ("Rotary Marks"), as outlined in Sections 33.040.6 and 33.040.12 of the Rotary Code of Policies.
- Include signage on or in conjunction with projects that identifies the role of the grant sponsors and The Rotary Foundation in accordance with Rotary's Voice and Visual Identity Guidelines.

- Be sustainable. Host communities must be able to address their own needs after the Rotary club or district has completed its work.
- Be measurable.
- Be host community-driven. The host community designs the grant based on local needs that they have identified.
- Support humanitarian and educational projects
- Support communities in Rotary countries and geographical areas

RESTRICTIONS

Grants cannot be used to unfairly discriminate against any group; promote a particular political or religious viewpoint; support purely religious functions; support activities that involve abortion or that are undertaken solely for sex determination; fund the purchase of arms or ammunition; or serve as a new contribution to the Foundation or another Rotary Foundation grant.

In addition, grants cannot fund:

1. Continuous or excessive support of any one beneficiary, entity, or community (defined as more than 3 total separate projects)
2. Establishment of a foundation, permanent trust, or long-term interest-bearing account.
3. Purchase of land or buildings
4. Fundraising activities
5. Expenses related to Rotary events such as district conferences, conventions, institutes, anniversary celebrations, or entertainment activities
6. Public relations initiatives, unless they are essential to project implementation
7. Project signage in excess of \$500
8. Operating, administrative, or indirect program expenses of another organization
9. Cash donations to a beneficiary or cooperating organization
10. Activities for which the expense has already been incurred

HOW TO APPLY

Download the grant application form from rotary6060.org, under "D6060 International Grants." The completed application should be sent; via mail, email, or fax; to the contact listed on the application.

In order to receive a grant from The Rotary Foundation, the primary sponsor clubs involved must be qualified by their district. In addition, districts, clubs, and all grant committee members must be in good standing with Rotary International and The Rotary Foundation. Individuals prohibited from serving on a grant committee include RI fiscal agents, national treasurers, and officers and paid staff of a cooperating or beneficiary organization associated with the grant. Each club is limited to grant funding for one International Project per Rotary year.

PAYMENTS

The amount of the matching funds available for each project will not exceed \$2,000 for Rotary Year 2017-18. The maximum may be changed by the District Governor and Foundation Chair for any Rotary year. This match will be for Club funds only; not funds received from an outside source such as an organization or business.

Grant funds will be paid to the sponsor club. A separate project bank account must be maintained by either the sponsor or host club and all project funds must remain in that account until used for the direct payment of project expenses. Direct payment is defined as a payment made directly to a project vendor or reimbursement to a cooperating organization. Project funds may not be expended in advance of project start date. Organizations being reimbursed for the purchase of project expenses must provide Rotarian sponsors with copies of the original invoice or receipt prior to payment.

Account signatories must be members of the sponsoring or host club. Grants will be paid out in US dollars. If a grant project is canceled after the project sponsors receive payment, all remaining grant funds must be returned to the District.

REPORTING REQUIREMENTS AND DOCUMENTATION

Grant recipients are responsible for reporting on the use of grant funds to the District, who will then report to The Rotary Foundation.

Final reports must be submitted within 60 days of project completion, but NO LATER THAN the 12-month anniversary of fund disbursement by District 6060. Failure to report by this deadline will result in the sponsor club's being required to return the grant amount to the District.

The District reserves the right to review grants at any time, conduct an audit, send a monitor, require additional documentation, and suspend any or all payments.

The appropriate report form is available on rotary6060.org, under "D6060 International Grants."

The following reporting criteria also apply to grant recipients:

11. Grant sponsors must maintain copies of all receipts and bank statements related to grant-funded expenditures in accordance with the terms of qualification and any applicable local and international laws.
12. Grant sponsors who fail to adhere to Foundation policies and guidelines in implementing and financing grant projects must return grant funds in their entirety and may be barred from receiving future grants for a period of up to five years.

CONFLICT OF INTEREST POLICY FOR PROGRAM PARTICIPANTS

All individuals involved in a program grant and/or award shall conduct their activities in a way that avoids any actual or perceived conflict of interest. A conflict of interest is a relationship among individuals through which an individual involved in planning, approving, or overseeing a grant project causes benefit, or could be perceived to cause benefit, for such individual or such individual's family, personal acquaintances, business colleagues, business interests, or an organization in which such individual is a trustee, director, or officer.