

# Preparing Your Club for Rotary Foundation Grants in 2013



The Rotary Foundation is implementing a new grant structure, based on its Future Vision Plan, that will be available to all clubs on 1 July 2013. The following timeline outlines major events and related steps that can help prepare your club for this transition.

<b>2011-12</b>		<b>Learn</b>
January-June		<a href="#">Learn</a> about the Future Vision Plan and <a href="#">new policies and procedures</a>
May		<a href="#">Attend</a> RI Convention workshops
<b>2012-13</b>		<b>Train, Qualify &amp; Prepare</b>
July-December		Attend your district Rotary Foundation seminar <a href="#">Appoint</a> a club Rotary Foundation committee chair
October-June *NEW*		<a href="#">Train</a> and <a href="#">qualify</a> your club Submit project proposals for district grant funds to the district
January *NEW*		Global grant application available for 2013-14
February-June		*NEW* Submit applications for Matching Grants by 31 March Submit reports for all Rotary Foundation grants and programs on time Apply for 2013-14 Rotary Foundation grants online
June		Attend RI Convention workshops
<b>2013-14</b>		<b>Participate</b>
1 July 2013		Begin using new Rotary Foundation grants

The Rotary Foundation is piloting this new grant model with 100 districts. Grant guidelines may change. Check [www.rotary.org](http://www.rotary.org) for the latest information.

## Learn in 2011-12

### January-June 2012

#### Learn about the Future Vision Plan and new policies and procedures

- Read about Future Vision on the [RI website](#), sign up for the [Future Vision newsletter](#), and view [e-learning modules](#).
- Review the 2011-12 Future Vision edition of the [Club Rotary Foundation Committee Manual](#). Strengthen your club Rotary Foundation committee. Appoint motivated, knowledgeable committee members, and build a base of future district committee members.
- Read the [Terms and Conditions for Rotary Foundation District Grants and Global Grants](#).
  - Evaluate your existing projects, and consider whether they could qualify for global grants or district grants. Start thinking about ways to make your projects more [sustainable](#), measurable, and aligned with the [areas of focus](#). Also look for opportunities to work with other clubs on larger grants.
  - Consider whether your club wants to use grant funds for scholarships and vocational training teams.
  - Check with your district about deadlines for submitting district grant proposals.
  - To sponsor a scholar or vocational training team with a global grant, submit your application and payment information at least three months before study/travel begins.
  - Read the [club memorandum of understanding](#), and determine any additional processes you will need to put in place to implement it (Note: Indian clubs should refer to [this version](#)).
  - Review the [Grant Management Manual](#).
  - Attend educational events at your district's Rotary Foundation seminar or conference.

### May 2012

#### Attend RI Convention workshops

## Train, Qualify & Prepare in 2012-13

### July-December 2012

#### Attend your district Rotary Foundation seminar

Find out your district's deadlines and requirements for requesting district grant funds for grants.

#### Appoint a club Rotary Foundation committee chair

- Read the [Club Rotary Foundation Committee Manual](#). Consider who else will serve on the committee starting in 2013-14.
- Review requirements to qualify your club to receive Rotary Foundation grants.

### \*NEW\* October 2012-June 2013

#### Train and qualify your club

- Have the club president-elect or a designated club member attend the [grant management seminar](#). To prepare for training, you could attend Rotary Foundation grant [webinars](#) for clubs and complete the following e-learning modules:
  - [Future Vision Overview](#) (revised version available 1 May)
  - [Grant Management](#)
  - [Foundation Funding](#)
  - [Choosing a Grant](#)
  - [Areas of Focus: An Overview](#)
- Read and agree to the club MOU, and submit it to your district.
- Meet any additional district requirements.

#### Submit project proposals for district grant funds to the district

Check with your district about deadlines for submitting district grant proposals.

### \*NEW\* January 2013

#### 2013-14 global grant application open

Log in to Member Access to see the new global grant application.

## February-June 2013

### **\*NEW\* 31 March 2013 is the deadline for Matching.**

31 March 2013 is the deadline for Matching Grants applications for clubs in nonpilot districts.

### **Submit reports for all Rotary Foundation grants and programs on time**

- Report on finished grants promptly and close them. Clubs cannot have more than 10 open grants of any type, including Matching Grants, 3-H grants, and global grants. To be eligible to receive global grants, clubs must be up to date on reporting

### **Prepare to apply for Rotary Foundation global grants**

- Implement the club MOU.
- Complete the following e-learning modules:
  - [Developing Global Grants](#)
  - [Project and Activity Sustainability](#)
  - [Vocational Training Teams](#)
  - [Rotary Scholarships](#)
  - [Member Access: Global Grant Proposal](#)
  - [Member Access: Global Grant Application](#)
- **\*NEW\*** Allow 6-12 months to conduct needs assessments and project planning. If you are going to sponsor a scholar or vocational training team with a global grant, submit your application and payment information at least three months before study/travel begins.

### **Apply for 2013-14 Rotary Foundation grants online**

- Begin implementing processes to manage new grants.
- Applications processed in 2012-13 will receive funding starting 1 July 2013.

## June 2013

### **Attend RI Convention workshops**

## Participate in 2013-14

1 July 2013

### **Begin using new Rotary Foundation grants**