



District 6960 District Grants 2019 – 2020 Rotary Year

District Grant Procedure

1. Initial District Grant applications will be open for submission from May 1, 2019 thru June 30, 2019.
2. All Dictionary Day Grants must be submitted within the May 1, 2019 to June 30, 2019 subsequent grants may only be approved on a funds available basis.
3. All District Grant applications will be received within DACdb in the Grants Module.
4. A club representative must attend the Grant Management Seminar held on April 27, 2019. This is a sentinel year to attend this year's seminar to learn the new grant process in DACdb.
5. District Grant requests received by June 30, 2019 will be considered as a single batch. If funds remain thereafter additional batch cycle(s) may be announced by the TRF Chair.
6. District Grant applications must be made according to the procedures established by the committee.
7. The committee will consider first batch applications by August 15 and with the approval of the TRF Chair and DG (2019-20) submit a spending plan to TRF by August 30.
8. No District Grants can be started until The Rotary Foundation approves the spending plan and official approval is received from the District via email from DACdb.
9. All Final Reports will be submitted in DACdb Grant Module and upon approval of the final report with copies of all required receipts, and evidence of Club Expenses, the District will disburse the funds.
10. A project final report and all required receipts are due by 45 days after the project completion date established on the District Grant Application or extended completion date approved by the District Grants Chairs.
11. Projects not expected to be completed by March 31, 2020 will be funded on a project by project basis determined by the DG and TRF chair in consultation with the club.
12. District Grant requests for any project which by its nature cannot be expected to be fully funded by June 15, 2020 may be declined initially, or a prior approval rescinded, on that basis.
13. The District Grant Committee shall affirm the eligibility of Clubs and suitability and desirability of projects for which grants are sought.
14. The District Grant Committee may prioritize projects presented in a single batch period and within a single Priority level or may fund similarly ranked projects pro-rata or on any other basis the committee chooses applying the Four Way Test.
15. Except that all projects received in a given approval batch will be considered at the same time, no priority will be given related to the time an application is received.
16. The District Grant Committee will have the authority to fund all, any or none of the eligible projects presented.



Rotary

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Minimum Criteria for Club Eligibility

1. The Club must be certified for the 2019-20 year by sending at least one Club representative to attend the District Grant Management seminar in April 27, 2019.
2. The Club must sign the MOU for the 2019-20 year by May 31, 2019.
3. Club dues to the District, and to RI via the Club Invoice, must have been paid by August 31, 2018 and February 28, 2019 respectively.
4. No TRF or District Grant paperwork due from the Club shall be past its due date at the time an application is approved or again when District funding will be made.
5. Club must meet \$100 per capita giving into the TRF Share Fund/Annual Program Fund(APF). Calculation is based upon the number of members listed at RI on July 1, 2018 with the total giving to the APF in the 2018-2019 Rotary year.
6. Club President Elect (President for 2019-20) must attended PETS or a substitute Training approved by the District Governor.

Annual Club Funding Cap

1. No Club shall receive District grant funding in excess of 50% of the Clubs total TRF APF (share) contributions made in 2018-19.
2. No Club shall receive total District Grant funding in excess of \$5,000 for the Rotary year.

Project Limitations

1. The maximum District Grant funding will be 50% of the actual Club out of pocket project costs.
2. No District Grant will be awarded in an amount less than \$1,000 except for Dictionary Day.
3. No District Grant will be awarded for any program for pets or animals.
4. No District Grant will be awarded for international travel or programs; Except an international project which does not qualify as a Global Grant solely because the projected budget is less than \$30,000 may be proposed and approved for a District Grant subject to the standards for any District Grant. District Grant Funds may be used to support international travel as permitted by TRF.



Rotary

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District Grant Requests will be funded in the following order

Priority One – All Dictionary Day project grant requests at the rate of 50% of the project dictionary cost. Dictionary Project grants will not count towards any per club grant limit, and clubs may participate in DD without meeting the \$100, contribution thereof. All Dictionary Grants must be submitted in DACdb during the May 1 to June 30 grant cycle. (Estimates of the number of dictionaries can be based upon previous years count)

Priority Two – The approved Community Project.

Priority Three - Eligible project requests jointly made by multiple eligible clubs up to a maximum of \$5,000 per participating club, or the lesser club qualification amount, if applicable.

Priority Four – Eligible non-literacy project requests made by a single club up to the lesser of \$5,000 or the lesser club qualification amount, if applicable.

Priority Five – Any other Eligible project requests.

For questions or additional information, please contact one of our District Grants Chairs

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