

MODULE 6

DISTRICT FINANCES

Learning Outcome:

President-Elects will be able to make decisions concerning District dues, supporting The Rotary Foundation programs, selecting a project to be funded through The Rotary Foundation, and select potential candidates for scholarships and fellowships. PEs will explore the benefits of the Rotary District 7300 Foundation in supporting club charitable interests.

December 31, 2020

Rotary District 7305 PETS Training Manual

Preface

In this Module we will review the financial aspects of the District. Fiscal responsibility for the District is overseen by the District Finance Committee. Club Presidents need to understand how district dues are collected and IRS policies relevant to club financing. The programing and project funding of RI are coordinated through the District 7305 Committee for The Rotary Foundation. We will explore how the Rotary District 7305 Committee for TRF implements the TRF Programs in conjunction with TRF. Finally, we will gain a better understanding of how The Rotary District 7300 Foundation can be utilized, upon approval by The Rotary District 7300 Foundation, to support the District and clubs by providing Pennsylvania Sales Tax Exemption for expenses incurred for charitable fundraisers and charitable education, which include educational programming costs for the District.

Accessing the Rotary’s Learning Center, the District’s Website and DACdb

During your review of the training material you will be asked to access training materials, videos and power point presentations from RI’s learning Center, the District’s Website and DACdb (District and Club database). It is important that you have access to a computer, laptop or tablet so that you can review the online training materials when required. These three online resources require registration. If you are not registered then access each resource and register. Make sure you remember your User ID and Password. The web address for each site is:

District 7305 Website:

- Type in [Rotary District 7305](https://rotarydistrict7305.org) <<https://rotarydistrict7305.org>>
- At the top right corner click on Member login.
- You are already registered with your email address serving as your UserID. If this is the first time accessing the website you should create a new Password.
- Look for District Library along the right side of the window and identify learning resources listed in the training manual.

DACdb:

- Type in DACdb < <https://www.dacdb.com>>
- If new register for your account. If already registered sign in with User Id and Password.
- When learning resources become available the participants will be instructed on how to access the information.

Note: Clubs need to integrate DACdb with the RI data base. The instructions are located in the District Library (District 7305 Website) as well as the Application to Integrate the data bases. See Dan Dougherty or Dennis Piper (IT@rotarydistrict7305.org if you need assistance.

MyRotary.org

- Type in MyRotary.org < [My Rotary | My Rotary](#)>
- If new, register for your account. If already registered sign in with User Id and Password
- Scroll to bottom of page until you see the Online Tool Box.
- Look for Learning Center and click.
- Type training program name in search box.

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6.1 District Finance Committee

The District Finance Committee is responsible for the management of District revenues and expenses.

Activity 6.1a The District 7305 Bylaws identifies the role of the District Finance Committee. Read the excerpt below. The full text of the Bylaws can be found in the Library Section of the District 7305 Website.

Section 7.02 FINANCE COMMITTEE

A. The District Finance Committee shall consist of nine members, the Treasurer as Chair and eight members with staggered two-year terms such that four members' terms expire each year. The Finance Committee members shall be elected by Area at the same meeting at which the District Nominating Committee is elected, using the same areas set forth in Article V, Section 5.02, of these Bylaws. Areas 1, 3, 5 and 7 shall elect members for two-year terms in odd numbered years. Areas 2, 4, 6, and 8 shall elect members for two-year terms in even numbered years. All newly-elected members shall take office on July 1 following their election. If any vacancies occur, the immediate Past District Governor shall appoint a committee member to fill the unexpired term from the Area in which the vacancy has occurred.

B. The District Finance Committee shall be governed by the Financial Guidelines set forth in Article VIII, Section 8.04.

C. The District Finance Committee shall convene at least quarterly and review and study the necessary expenses of District administration. The District Governor Elect, in consultation with the District Governor and District Finance Committee, shall prepare a budget of District expenditures for the year in which he/she shall serve as District Governor. The District Finance Committee shall review and approve this budget. After approval by the District Finance Committee, the budget shall be submitted to the Clubs at least thirty (30) days prior to the District Assembly and approved at a meeting of the Incoming Club Presidents at such District Assembly. The District Governor Elect or his/her designee shall present the budget at this meeting. The affirmative vote of a majority of those Presidents or their written designees present and voting shall constitute approval. At the option of the District Governor Elect, the budget may be presented at the Presidents Elect Training Seminar in lieu of presentation at the District Assembly provided that the notice of presentation provided for herein is given. A quorum of 50% of the incoming Club Presidents is required for the meeting at which approval of the proposed District budget is sought. If such a quorum cannot be obtained at either the Presidents Elect Training Seminar or the District Assembly, voting on the proposed budget may take place at the Annual Business Meeting or by mail or by electronic means. A quorum of 50% of the incoming Club Presidents must vote by mail or electronic means for the vote to be valid if done by mail or electronic means.

D. The amount of any per capita dues on clubs for a District Fund shall be included in the District budget and shall be voted on at the meeting of the incoming Club Presidents at the District Assembly or at the Presidents Elect Training Seminar as hereinbefore provided, or the vote can be undertaken at the Annual Business Meeting. Any increase in the per capita dues shall require the affirmative vote of 3/4 of the incoming Presidents or their written designees present and voting. In the event that such a vote cannot be achieved, the per capita levy on clubs shall remain at the rate in effect during the then current budget year, and the proposed budget must be adjusted and approved accordingly. Payment of the per capita levy is mandatory on all clubs of the District. The same quorum requirement as stated in paragraph B. above applies here.

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E. All District funds shall be held in one or more bank (or similar) accounts in the name of the District subject to withdrawal or disbursement by the joint signatures of the District Governor and the Treasurer ; for the purpose of convenience or unavailability of either the District Governor and/or Treasurer, the District Governor and Treasurer may jointly authorize up to three additional Rotarians in Rotary District 7305 to also be authorized signatories to meet the requirement of having joint signatures for any withdrawal or disbursement of funds from accounts, provided the authorization of any such person(s) is approved by the Finance Committee; in the instance of such a vote of the Finance Committee, no member of the Finance Committee needs to recuse themselves from the vote if they are a person asked to also be an authorized joint signatory for the withdrawal or disbursement of any funds from such District accounts. If there is any such authorization and approval, as above, of joint signatories in addition to the District Governor and Treasurer, the name of such Rotarians shall be published to all the clubs in the District. No committee or subcommittee of the District shall maintain a separate bank account or separate bank accounts with the exception of the District Committee for The Rotary Foundation and the Youth Exchange Committee. Any committees holding separate checking accounts will provide financial reports to the Treasurer and the Finance Committee on December 1, June 1, and 30 days after the end of the Rotary year ending on July 1. The Rotary District 7300 Foundation is a separate corporate entity so their banking and investment activity is not subject to the Bylaws of this District.

F. The Treasurer shall keep proper records of income and expenditure. No expenditure shall exceed the budgeted line item amount without approval of majority vote of the full Finance Committee. The Finance Committee shall meet and review these records at least once every quarter (every three months). All Finance Committee meetings shall be open to all District 7305 Rotarians, and it is recommended that the same be announced in the Governor's Newsletter and/or via e-mail or other electronic means in then-current usage at least ten (10) days prior to the meeting.

G. The District Governor or his/her designee shall present a report on the District's financial status at the Annual Business Meeting of the District Conference.

H. All Clubs are to submit a copy of their completed IRS Form 990, 990EZ or 990N to the District Treasurer for safe keeping with the financial records of District 7305 and with a copy to be given to the District Secretary. This report is required to be filed with the IRS within 5 months after each fiscal year ending June 30 to maintain the club's Section 501 C. (4) non-profit status. The District Treasurer shall share all matters relevant to the IRS 990 filing with the Finance Committee and provide the Finance Committee with the opportunity to review, comment upon, and approve the IRS Form 990 before it is filed with the IRS in a timely fashion. The Treasurer is to submit a copy of the completed IRS 990 Form that was filed to both the District Governor and the Past District Governor as well as to the District Secretary.

I. The Rotary District 7300 Foundation, an IRS-approved Section 501 (c) (3) Corporation, is requested to submit a copy of their completed IRS Form 990 or 990 EZ to the District Treasurer and the District Secretary for safekeeping even though it is not subject to these Bylaws. This report is required to be filed with the IRS within 5 months after each fiscal year ending June 30 to maintain the Foundation's Section 501 C. (3) Charitable Organization status.

Questions:

1. How many members sit on the Finance Committee?
2. How often is the Finance Committee supposed meet?

Activity 6.1b Review the statement below that summarizes the billing process for clubs.

Invoices for club dues are delivered by email to the President, Treasurer and Secretary on a semi-annual basis. The first invoice is delivered July 1-7 and is based on the number of club members as of June 30 of that year. The second invoice is issued January 1-7 for Members listed as of 12/31. It includes the dues per member and the PETS Fee. The PETS Fee covers the cost of the President-Elect to attend the PETS program. The invoices are due when delivered to the club officers.

Questions:

1. Review with your Treasurer when the invoices are paid and note here.

Activity 6.1c Review federal information for tax exempt organizations

Each Club is responsible to file income tax returns by November 15 each year for Rotary Fiscal Year July 1 to June 30 (Rotary Clubs are NOT calendar year filers). There are three 990 Forms that clubs can fill out based on Club Revenue. The three options are summarized below. To find instructions on filling out the forms go online and search IRS.gov/990-EZ. Sample forms are listed in the D7305 BUDGET AND INSURANCE INFO on the District 7305 Website. **A copy of the completed 990 Form needs to be sent to the District Treasurer and District Secretary.**

Rotary Clubs are IRS-approved Section 501 (c) (4) entities which mean that if they file their income tax returns timely and annually, then they are deemed income tax exempt organizations, as is Rotary.

1. The 990-N form, also known as the 990-N e-Postcard, is for nonprofit organizations whose annual gross receipts are less than \$50,000. If your organization's gross receipts fluctuate year-to-year but average at \$50,000 or less in the previous three years, then you will file this form. (Attached instructions)

Form 990-N must be completed and filed electronically. **There is no paper form.** When you finish and BEFORE you click "SEND" save the return and print for your records and send a copy to both the District Secretary and the District Treasurer

2. The 990-EZ form may be filed by nonprofit organizations whose annual gross receipts are less than \$200,000 and have total assets that are less than \$500,000. This is a 4-page form that needs to be completed and submitted by mail to the Department of the Treasury Internal Revenue Service Center. If your organization does meet these requirements, you also have the option to file the full 990 form if you so choose.
3. The 990 form is required for nonprofit organizations whose annual gross receipts are greater than or equal to \$200,000; or they have total assets that are greater than or equal to \$500,000. This 990 form is more intensive and requires that you complete the entire

twelve-page form, and submit it by mail to the Department of the Treasury Internal Revenue Service Center. Download form at [2019 Form 990 \(irs.gov\)](https://www.irs.gov)

Questions:

1. Ask your Treasurer if the 990 form is submitted by mid-November to the IRS.
2. Ask your Treasurer if he/she has submitted the 990 Form to the District Treasurer and the District Secretary.

6.2 District 7305 Committee for The Rotary Foundation (TRF)

In Module 1 we reviewed The Rotary Foundation in general. This section will focus on the efforts of District 7305 to support TRF initiatives and the use of District Designated Funds (DDF). We will explore how the District supports Rotary’s seven areas of focus with District Grants and Global Grants, Disaster Relief Grants, Global Grant Scholars, Peace Fellowships and Endowments. Club Presidents will be able to support an existing district or global grant project and/or request a district grant or global grant to support a club’s community service activity either locally or internationally.

Activity 6.2a The following table provides a list of programs or activities that our District and clubs are currently supporting either at the Club level, district level or the District TRF. Many Clubs support programs locally and internationally with and without support from TRF. The District needs to survey Clubs for more information on this level of support.

Area of Focus	Supported Programs and Level			
	Club	District	National	International
Peace and conflict prevention/resolution	?	Youth + Peace in Action	Youth + Peace in Action	
Disease prevention and treatment	?			PolioPlus
Water and sanitation	?			HANDWASH Project
Maternal and child health	?			
Basic education and literacy	The Buzzz	The Buzzz		
Economic and community development	?			
Protecting the Environment	?			

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Disaster Relief*	Covid 19 Food distribution	Covid 19 Food distribution		
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* Disaster Relief is not an Area of Focus, but has become an important outreach for RI in recent times.

Programs noted above are briefly explained below.

Youth+Peace in Action: This is a new initiative promoted by RI Director Peter Kyle. The program is designed to prepare youth as peacemakers, provide educational programs for teachers and support school social study programs with teaching materials. This initiative is being established this year with implementation to begin in the 2021-22 Rotary Year. The District Finance Committee contributed \$3000 this year to help with the start-up. The program is being implemented in Zones 33 and 34. Once the program is established it will be introduced to Rotary Districts around the world.

PolioPlus: This is an internationally sponsored program that the District promotes annually. It is TRF's signature program since 1985. Clubs are encouraged to contribute funds and/or conduct fundraising activities to eradicate polio and other epidemics including COVID 19.

HANWASH Project: Officially the project title is Haiti National Clean Water, Sanitation, and Hygiene Strategy. TRF initiated the project this year. The program updates the clean water infrastructure of Haiti. It will be a multi-year program with support by TRF with funding from Districts and clubs. The Board of Directors for District 7305 Committee for TRF approved \$30,000 of District Designated Funds for this Rotary Year.

The Buzz (Dictionary Distribution and Spelling Bee): This is a District supported literacy program that encourages clubs to contribute dictionaries to third grade students and to sponsor spelling bees in local schools. The District sponsors a spelling bee at the District Conference for the winners of the school-based spelling bees.

Covid 19 (Food bank support): The District encouraged clubs to sponsor fund/food raising opportunities to support food banks in southwestern PA. The Board of Directors also approved a contribution of \$15,000 from the District Designated Funds to match contributions of Clubs up to \$500 per club. Additionally, the Board submitted a Disaster Relief Grant request and received a \$25,000 grant to support regional food banks.

Questions:

1. Review your club's supported programs and list them in the table below. List only programs that are directly supported (funds, in-kind contribution, equipment/supplies). For example, contributing funds for the purchase of a community welcome sign (club level Community Development) or contributing to PolioPlus (international level).

Area of Focus	Supported Programs and Level			
	Club	District	National	International
Peace and conflict prevention/resolution				
Disease prevention and treatment				

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- PolioPlus				
Water and sanitation				
Maternal and child health				
Basic education and literacy				
Economic and community development				
Protecting the Environment				
Disaster Relief*				

* Disaster Relief is not one of the seven areas of focus, but an important effort by TRF to utilize the existing organizational structure of districts and clubs to assist those in need.

2. Which areas of focus do you want to continue to support during your year as President?

3. What new initiatives do you want the club to address?

Activity 6.2b The following statement explains how to apply for and when **District Grants** are available.

DISTRICT GRANTS- Clubs need to submit an application for a District Grant to the District 7305 TRF Committee by early August, every year. District Grant forms are developed mid-year by the Committee and are available on DACdb and the District 7305 Website. The form will tell you how much of a match is available for your club to apply for. The last 2 years, it was up to \$4900. Submit your District Grant application as soon as possible. Funds are available on a first come/first served basis, so late submission does not guarantee approval of the request. Please contact the Committee Chair, Jeff Klink at jldklink59@gmail.com if you have any questions.

Activity 6.2c The following statement explains how to apply and when **Global Grants** are available.

GLOBAL GRANTS- Global grants will be considered in the order they are received by the District 7305 TRF Committee. Currently, there is no World Fund match at this time. However, generous District 7305 donors, through endowments, have left discretionary funds that the District TRF can use for Grants. Global Grants have a formal application process through the Committee and TRF. If you plan on applying for a Global Grant, please fill out the one-page form available on the District website and email to the Committee Chair, Jeff Klink at jldklink59@gmail.com.

Activity 6.2d If applying for the District or Global Grant the following criteria need to be followed.

In order for a Rotary club to participate in Rotary Foundation Funding the Club must meet two requirements:

1. Each club must meet an average of \$100/Member in giving to the TRF ANNUAL FUND.
2. A member of the club must complete the Grants Training course offered by the district and sign the memorandum of understanding. PEs typically complete this during PETS but is available online through the District 7305 Website

Activity 6.2e Review the following statements on Global Grant Scholarships and Peace Fellowships.

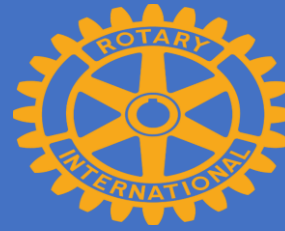
Global Grant Scholarships: These scholarships support graduate study programs that are in-line with TRF's Areas of Focus. Clubs can sponsor a candidate who wishes to study abroad. They support studies of 1 to 4 years. Minimum budget is \$30,000 US. Funding is supported by endowment funds by the host district. Candidates need to be sponsored by a host club and an international club in the city where the graduate studies are completed. Scholarships are also available for international students wishing to study in US universities. In this situation the host club is from the candidate's home country and a local club will serve as the international sponsor. District 7305 sponsors at least two outgoing and two incoming scholars per year. The District 7305 TRF Committee will assist clubs and candidates in completing the applications for the scholarship. Inquires can be directed to the Chair of the District 7305 Committee, Jeff Klink at jldklink@gmail.com. More information is available at [Global Grant Scholarships Supplement](#) (PDF)

Peace Fellowships: Peace Fellowships are one or two-year programs conducted at Rotary Peace Centers around the world. US candidates would need to study in one of the foreign universities. Clubs can sponsor a candidate for either a two-year Master Degree or a one-year certificate. Peace Fellowships are funded by TRF endowments. The District 7305 TRF Committee will assist clubs and candidates in completing the applications for the scholarship. Inquires can be directed to the Chair of the District 7305 Committee, Jeff Klink at jldklink@gmail.com. More information is available at the Rotary.org website under Programs/Peace Fellowships.

Activity 6.2.f District 7305 inherited an awesome endowment from the former District 7300 beneficiaries. New endowments were also added when the former Districts 7300 and District 7330 were merged in 2019. The banner below provides a summary of the endowed Global Grant Scholarships, Peace Fellowships and Endowed Funds. District 7305's endowments exceed \$11 million, one of the largest in TRF.

The Rotary Foundation

District 7305 Endowments



Paul and Jean Elder Endowed Global Grant Scholarship

Paul and Jean Elder Endowed World Peace Fellowship

**Paul and Jean Elder Endowed Global Grant for
Maternal and Child Health**

Paul and Jean Elder Endowed Humanitarian Programs Funds

Paul and Jean Elder Endowed Fund

Ed Hallenberg Memorial Endowed Fund

Art and Mary Tripp Endowed Global Grant Scholarship

Martha Brigham Endowed Global Grant Scholarship

Don and Polly DelVito Endowed Global Grant Scholarship

Christopher Beck Endowed Fund

Louis and Barbara J. Piconi Endowed Fund

Louis and Barbara J. Piconi Endowed World Peace Fund

Laura & Richard Gumpher Endowed Fund

Laura & Richard Gumpher Endowed World Peace Fellowship

Norman F. Stein and Evelyn L Stein Endowed Fund

Louis Blum Endowed Fund

Frank R. and Mary E. Hauser Endowed Fund

Charles C. Keller Endowed World Peace Fund

James K. Willison Endowed Fund

Barbara Cole Endowment Fund

Contact the Chair of the District 7305 Committee for The Rotary Foundation Jeff Klink for more information jldklink@gmail.com.

Questions:

1. Consider sponsoring a candidate for either a graduate Global Grant Scholarship or a Peace Fellowship.

6.3 The Rotary District 7300 Foundation

The Rotary District 7300 Foundation was created to assist with providing a local charitable organization that could receive donations and bestow on the donor recognition that the donation was charitable in nature per IRS regulations. While legal and financial costs were one reason the name was not changed to reflect the new merged Rotary District, another just as important reason to keep the old name was to differentiate The Rotary District 7300 Foundation as being part of any Rotary District since it is its own independent, Non-profit PA corporation as well as to differentiate The Rotary District 7300 Foundation from mistakenly being thought it was the Rotary District Committee for TRF, as many people in Rotary District 7300 often mistakenly believed.

Activity 6.3a Review the following key points concerning The Rotary District 7300 Foundation. (A full summary for the Rotary District 7300 Foundation can be found in the District Website in the Library.)

- In 1987 “The Rotary District 7300 Foundation” was incorporated at the urging of PDG Lou Piconi since he felt it was onerous to have each club consider creating their own foundation for local efforts and there needed to be a foundation able to be utilized locally for projects that did not meet the guidelines of RI TRF and available for the Rotary District and even non-Rotarians. Lou, who held positions as RI Vice-President and also a Trustee of TRF, realized his Rotary District having its own Foundation was not a competitor to donations to TRF but actually could work as an adjunct to benefitting TRF while at the same time benefitting many causes and organizations that could not utilize TRF funds for particular charitable and educational purposes. Many clubs in

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Rotary District 7305, other Rotary Districts and some non-Rotary organizations have accounts with the Foundation.

- The Rotary District 7300 Foundation was chartered as a PA Non-profit Corporation. THEN it obtained IRS approval to become an approved Section 501 (c) (3) charitable organization. Donations to a foundation for proper purposes are considered charitable in nature and are eligible to be utilized as charitable deductions on income tax returns. So, an individual, or club, or Rotary District, or other organization must establish an appropriate project or restricted fund or effort with The Rotary District 7300 Foundation for charitable or appropriate educational purposes as set forth by the IRS Regulations. This is not true for donations to Rotary clubs. If someone, a business or a corporation wishes to donate to a club's community service efforts, it is possible to arrange a donation to go through The Rotary District 7300 Foundation to make the donation be considered as a charitable donation per the IRS.
- The Foundation is eligible for the Pennsylvania Sales Tax Exemption so Rotary Clubs could avoid paying PA Sales Tax on expenditures for their charitable fundraisers or educational or charitable projects. There is a Donor-Advised Agreement with the foundation, if a club or District or other donor wishes to request the foundation provide a charitable donation to a particular entity, the foundation has agreed to accept such donor advice and will almost always honor the request unless the request fails to meet IRS guidelines. It is the foundation, however, that now owns the monies and it is the Foundation that is required to make the decision.
- The Rotary District 7300 Foundation – upon agreement with a donor entity – can act as a “conduit” for a Rotary Club, Rotary District, or even a non-Rotary-related donor where the monies raised or donated can go to a charitable or educational cause of their choosing by entering into a so-called “Donor-Advised Agreement” with The Rotary District 300 Foundation. While technically once monies are donated to the Foundation they are owned by the foundation and cannot ever go back to the club, district or other donor, the IRS permits a Donor-Advised Agreement to allow the club, District or donor to effectively be a “partner” with the foundation to be consulted by the foundation before the foundation would decide upon any distribution or usage of funds and requires the foundation to comply with the desires of the club, district, or other donor for the use of the funds if the usage falls within the required charitable or educational purposes dictated by the IRS. So, for example, clubs conduct their own fundraisers but any donor wishing to obtain an IRS charitable contribution to support the same would need to donate the funds to The Rotary District 7300 Foundation for the benefit of [insert name of the club fundraiser or project] and such donations would be credited to a Restricted line-item accounting with the foundation. When checks are issued to pay the ultimate charitable entity, the foundation has to approve this but issues the checks and most often gives the checks to the clubs to distribute to the entities they wish to support. Examples of such fundraisers could involve golf outings, gala dinners, chicken BBQs, or any number of other fundraisers put on by clubs where they seek PA Sales Tax Exemptions or solicit charitable donations from sponsors.
- The Rotary District 7300 Foundation assists Rotary Districts in their charitable programs and goals. In addition to being a partner with various District projects, The Foundation also supports multi-PETS conferences and District Conferences, thus providing sales tax exemptions for all the costs.

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- The Rotary District 7300 Foundation holds many Restricted Funds where clubs have given the foundation tens of thousands of dollars annually that they raised from their annual fundraisers. When they wish to distribute the funds for charitable or educational purposes, they make a request to The Rotary District 7300 Foundation and if the requests are appropriate and meet the provisions of the IRS Code, the requests are approved, the checks issued, and distributed to the club to hand to each recipient organization.
- The Rotary District 7300 Foundation is operated by a Board of Directors. The Chair, Vice-Chair, Secretary, and Treasurer are elected by the other Directors as are any Legal Advisor and Advisors. The immediate PDG, the DG, DGE, DGN and DGND serve as Directors and with the advice and consent of the other Directors, they nominate representatives from each of the geographic Areas of the Rotary District. There are eight areas of Rotary District 7305 having an Area Representative on the Board of Directors.

It would be advisable to discuss any thoughts your club may have with Stu Benson, Chairman of The Rotary District 7300 Foundation. Stu assists everyone when Project Applications are prepared and even before that helps educate clubs, individuals, and other entities as to whether The Rotary District 7300 Foundation may, or may not, be of likely assistance to whatever goals are being sought by the donor club or others. Stu Benson's Contact information is: stubenson3@gmail.com M: 412-491-1586

Questions:

1. Does your club have a project or intended use of funds where The Rotary District 7300 Foundation may be of assistance?
2. If so, discuss with your Board of Directors the possible benefit of submitting a Project Application to The Rotary District 7300 Foundation.